

## Constitution and Rules of the CRAWLEY BRIDGE CLUB

### NAME.

The name of the club shall be the Crawley Bridge Club.

### OFFICERS & COMMITTEE.

The officers of the Club shall consist of Chairman, Secretary and Treasurer who shall be ex-officio members of the Committee.

The Committee shall consist of the officers of the Club and up to six other members of the Club.

A quorum of the Committee shall consist of any four officers or other committee members provided that no fewer than two officers be present.

### ELECTION OF OFFICERS AND COMMITTEE MEMBERS

All Officers and other Committee Members shall be proposed and seconded for election or re-election annually by other Club members, either in writing before the date of the AGM or from the floor at the AGM, provided that the consent of each proposed member has been previously obtained.

In the event that more than one member is proposed for the same vacancy, the matter will be determined by ballot at the AGM by a show of hands.

A vacancy on the Committee occurring during the term of office of the Committee may be filled by the Committee nominating any other Club member.

### ANNUAL GENERAL MEETING & OTHER MEETINGS

The AGM shall be held on a date to be decided by the Committee, provided it falls between 15<sup>th</sup> April and 31<sup>st</sup> May.

A Notice and Agenda shall be forwarded to all Club members not later than 21 days before the date of the AGM. A Statement of Accounts shall be made available to all members attending.

An Extraordinary General Meeting may be called by order of the Committee or at the written request of not less than 10 Club members or a quarter of the membership of the Club, whichever is the smaller. Such meetings must take place within ten days of the requisition which shall state the precise nature of the resolution to be discussed.

The Committee shall meet as and when required without formal notice.

### SUBSCRIPTIONS

All Officers, Committee Members and Ordinary Members of the Club shall contribute an annual subscription the amount of which will be discussed and agreed each year at the AGM.

The subscription shall fall due on 1<sup>st</sup> September in each year and any member whose subscription is not paid by the 30<sup>th</sup> September shall cease to be a member of the Club from that date.

Any new member joining the Club after 1<sup>st</sup> June will be exempt from subscription payment until September of that year.

The rate for Table Money shall be fixed by the Committee who are empowered to alter the amount as and when they find it desirable.

## FINANCE

The moneys and other resources owned by the Club shall be held by the Treasurer and administered by the Committee.

Subject to the Club maintaining a cash balance sufficient to meet foreseeable contingencies, the Committee may approve donations to registered charities, the amounts to match contributions collected directly from members at Club events. Charities in receipt of such donations will be nominated by the Committee and notified to members in advance of such events.

No part of the Club's assets shall be expended other than on the activities of the Club, excepting those described in the preceding paragraph, or with the consent of Members attending an AGM or EGM.

A Statement of Accounts shall be prepared annually by the Treasurer, reviewed by the Committee and presented to members at the AGM for approval.

## MEMBERSHIP

Acceptance of an application for membership of the Club shall be at the discretion of the Secretary. If the Secretary intends to reject an application, such rejection must be approved by the Committee.

## GENERAL

All members shall be bound at all times by the Constitution and Rules of the Club.

The Committee is empowered to make such additional rules as they consider necessary to the running of the Club and any such rule shall be considered effective until the date of the AGM at which time it may be confirmed or set aside as so desired by a majority of the attendees.

Any question relating to the interpretation or validity of any part of the Constitution and Rules of the Club shall be decided by the Committee and, if necessary, their decision ratified at the AGM or an EGM.

Any part of the Constitution and Rules of the Club may be amended by a majority vote at a General meeting provided full details of the proposed amendment(s) have been published to all members prior to the date of the meeting.

It is the responsibility of individual members to notify the Secretary of any change of address or other contact details. Any club notices sent to the last known address of a member shall be deemed properly delivered.

## DISSOLUTION

If at any time due to the withdrawal of members or other causes the Committee considers it necessary to dissolve the Club they shall call a Special General meeting. If the members present at the Meeting elect by simple majority to dissolution, the Committee shall be empowered to sell the effects of the Club and after paying all just debts to dispose of the balance in such a way as the Meeting shall determine.

April 2024