



# CAWTHORNE CLUB RULES

**Issued February 2024 (For Member Approval)**

**10 Tivy Dale, Cawthorne, Barnsley, South Yorkshire S75 4EY**

## **Objective (Club Mission Statement)**

The objective of these rules is to allow the Club to provide for its members, a safe place that can be used for socialising, a place for friends and neighbours to meet, to hold events and be an integral part of the local community. The rules enable the Club to be run in a transparent, open and honest way and allow the Members to communicate and contribute with the Committee to ensure the on-going success of the Club.

## **1. Governance**

1.1 The Club shall be under the management and direction of the appointed committee

1.2 The property of The Club shall be vested in more than one Trustee for the benefit of all the members of The Club. The Trustees shall have power to:

1.2.1 Purchase, take on lease or in exchange hire and otherwise acquire any real and personal property and any rights or privileges which the Committee of The Club may think necessary or convenient for the purposes of The Club or its business and in particular any land, buildings, easements, machinery, plant and stock in trade.

1.2.2 To improve, manage, mortgage, develop, exchange, lease, dispose of turn to account or otherwise deal with all or any part of the property and rights of The Club as and when the Committee of The Club may see fit.

1.2.3 To borrow or raise or secure the payment of money in such manner as and when the Committee of The Club may see fit and to secure the same or repayment or performance of any debt, liability contract, guarantee or other engagement incurred or to be entered into by The Club in any way, to redeem or pay off any such securities.

1.2.4 To give both managerial advice regarding the day-to-day running of the club and the forward planning of The Club (based on current market and economic factors that affect the way the Club trades).

1.3 If any Trustee shall die, or decline or be unwilling or unable to act, or go to reside permanently abroad or shall from any other cause cease to be a member of The Club, he/she shall be replaced by another, to be appointed by the Committee.



1.4 No Club Rule shall be made, altered, or revoked except by an Extraordinary Meeting at which at least twelve members are present. The Committee may need to use a by-law as described in rule 2.3 as circumstances dictate.

1.7 The Club may be dissolved by the consent of three quarters of The Club membership, testified by their signatures to the instrument of dissolution.

## 2. Committee

2.1 The Committee shall consist of the following ex-officio officers (Ideally):

**2.1.2 Chairman, Treasurer, Secretary**, plus additional support committee members, taking on other roles such as, repairs and maintenance, entertainment, event organisation, marketing & promotion, website /social media, food and cellar duties. The number of committee members required to fulfil those duties to be determined by the main Committee officers

2.2 No members shall be eligible for nomination to the committee unless they have been a member for eighteen months (unless the Committee feel it is in the best interest of the club and the Committee will need to vote on the nomination)

2.3 All concerns of The Club, including the purchase of furniture, repairs, renovation, stock and appliances shall be under the management of the Committee. The Committee shall have power to make bylaws and policies for the governance of The Club, provided that such bylaws and policies are not inconsistent with the rules of The Club. The Committee may delegate part of their duties to acting sub-committees and shall appoint and remove all officers and servants of The Club and determine their remuneration

2.4 No member of the Committee may do paid work or supply goods or equipment to The Club for payment other than as a member of staff, e.g. Bar work.

2.5 An odd number, but greater than one Committee member, shall form a quorum for all business (for voting purposes only)

2.6 The Annual General Meeting (AGM) of the members shall be held straight after the first quarter results of each year. Such meetings shall elect a **Chairman, Treasurer, Secretary**, and other Committee members of the Committee for a year. In the event of any vacancies on the Committee occurring after the AGM, the Committee shall have power to fill the vacancy or vacancies.

2.7 The Committee may at any time and shall, if required, by not less than one third of the members of The Club, call an Extraordinary General Meeting (EGM) of the members giving a fourteen days' notice, published in The Club. The notice shall specify the object of the meeting and no other subject shall be brought before the meeting. The Committee has no authority to act on the subject until it has been determined by the vote of the specific EGM.

2.8 If any member intends to propose another Committee member for election, they shall give to the Secretary notice of such intention Fourteen Days before the AGM and the Secretary shall post the name and address of the member to be proposed on The Club notice board Seven Days prior to the AGM



2.9 All invitations to carry out work and or supply goods, equipment, plant etc. (other than the supply of goods for resale over the bar or any sundries required for day-to-day operation of The Club) and if the work to be undertaken is greater than £5,000, three quotations will be needed for the committee to review and assess the merits of each quotation.

2.10 Specifications to accompany invitations shall be drawn up and submitted to the Committee for final approval.

2.11 The Secretary / Treasurer shall keep the books of The Club, attend meetings of The Club and Committee, record the proceedings, and discharge such duties as may be assigned to them by these Rules and by the Committee

2.12 The Committee shall have power to settle any dispute as to the interpretation of these rules.

2.13 A qualified Accountant shall be appointed by the Committee to audit the accounts and prepare the balance sheet.

2.14 Any profits generated by The Club shall be discussed at Committee and Trustee meetings to see if the profits can be used to re-invest into the club, or to repay any outstanding loans

2.15 Honorary Members. A Club Member can be nominated by any member and seconded by another member to become an Honorary Member. This maybe for service to the community, age etc and the final decision will be at the discretion of the Committee

2.16 Games such as Cards shall be played in the Club but will need to be authorised by the Committee.

### **3. Members**

3.1 Each member shall pay to The Club an annual subscription. The amount is determined by the Committee of The Club, who shall take into consideration the wishes of the membership at the AGM when reviewing the amount of the subscription fees.

3.2 All member subscriptions shall be due on no later than 31<sup>st</sup> January of each year.

3.3 All new Members must be proposed and seconded by a member/s of the Club. New members shall then be vetted and elected by the Committee.

3.4 The members shall be asked to volunteer personal contact information such as email address, which can be used for sending members up to date information about The Club and its activities. If a member should leave the Club, this information shall be deleted from The Clubs database.

3.5 At the discretion of the Club Manager/Committee, any Member allowed a tab, shall pay the tab in full, before leaving The Club

3.6 Members are allowed to book private events in the Club (in and out of our standard opening hours), such as birthdays and christenings and are allowed to sign in any amount non-members attending the event. Members are responsible for the behaviour of any non-members attending. If a non-member books an event, they must be signed in by a member of the committee.



3.7 Any member or visiting person while on The Club premises who causes a disturbance or upset to any other member, will automatically be banned from The Club for as long as it is thought necessary, at the discretion of the Committee. Any Member caught abusing any member of Staff within the Club, shall also receive an automatic ban, for as long as necessary, at the discretion of the Committee.

3.8 No notices shall be placed on the Notice Board or any part of The Club building without first receiving the sanction of the Committee

3.9 The Club opening hours will be displayed on The Club Notice Board.

4.0 In order to meet financial targets the Committee reserve the right to hire out the club for Special Events such as Weddings, Christenings, birthday parties and funeral wakes.

4.1 All Visitors/non-members are welcome to our club, but they must sign the visitors' book and will not receive the 10% discount offered to members.

4.2 Any member having cause for complaint shall notify the Committee by letter or email and any such complaints shall be investigated by the Committee. Members must not use social media for any complaints. All such complaints will be deleted and ignored in favour of using the correct route.

4.3 Members will not have to pay an entrance fee to the club except on special occasions such as when an expensive entertainer is performing.

4.4 Members are allowed entrance to the club during posted bar opening hours. If the Club has been hired outside of normal opening hours for a special function, then Members will only be admitted on the express permission of the Hiring Party delegate or committee member.

**To all Members, please remember, Committee Members are volunteers and play an important role in the running of your club, so please respect their social time at the club. If you have a grievance, please follow the above note on the members section.**

**Thank you for taking the time to read our Club rules.**

