

**POYNTON SPORTS CLUB**  
**CLUB RULES AND CONSTITUTION**

*Poynton Sports Club*  
*London Road North, Poynton, Cheshire*  
*SK12 1AG*

# POYNTON SPORTS CLUB

## Club Rules and Constitution

### 1. Title

The Club shall be named Poynton Sports Club, with headquarters and grounds situated at London Road North, Poynton, Cheshire.

### 2. Purpose

The purpose of the Club shall be to encourage sport and the recreational activities which the Managing Committee considers to be in the general interests of members, and the provision of facilities for social recreation by members.

### 3. Colours

The Club colours shall be black, shale, white and green. The Club badge shall be the crest of the Vernon family.

### 4. Constitution

The Club shall consist of:-

#### 4.1 The following types of membership:-

Honorary Life Members  
Vice-Presidents  
Playing Members  
Section Patrons

#### 4.2 Sections, each of which shall represent a recognized recreation or activity of the Club, and any other activity which the Managing Committee of the Club considers to be in the general interest of members.

## **5. Officers**

The Officers of the Club shall be:-

Patron  
President  
Hon. Chairman  
Hon. Vice-Chairman  
Hon. General Secretary  
Hon. Treasurer  
Hon. Membership Secretary  
Hon. Assistant and Minutes Secretary  
Hon. Assistant Treasurer  
Chairman of the Ground Committee  
Chairman of the House Committee  
Chairman of the Bar Committee  
Immediate Past Chairman

as elected at each Annual General Meeting of members

All members, other than Junior members and Vice-Presidents shall be eligible to serve as Officers of the Club.

## **6. Membership**

Honorary Life Membership shall be awarded only after long outstanding service to the Club, on the recommendation of the Managing Committee, and with the approval of a General meeting of members. Honorary Life Members shall be entitled to the full facilities of the Club for life.

Vice-Presidents shall be non-playing members.

Senior playing membership shall commence in the first full year commencing 1<sup>st</sup> September following the member's eighteenth birthday.

Junior playing membership shall be in accordance with the requirements of the Sections. The minimum qualification for Junior Membership for each Section shall be clearly defined in Section Bye-Laws.

Applications for membership of the Club shall be submitted to the Membership Secretary on the official application form, and election to membership may be decided by simple majority of the Committee.

No employee shall qualify for membership of the Club, but shall be entitled to enjoy the playing and social facilities of the Club without charge, at the discretion of the Managing Committee.

It shall be the responsibility of members to advise the Membership Secretary of any change of address.

Membership of the Club shall be open to anyone interested in any of our sports, on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

The Club may have different classes of membership and subscription on a non-discriminatory basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

The Club may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sports into disrepute. Appeal against refusal may be made to the members.

## **7. Management**

The affairs of the Club shall be controlled by a Managing Committee, which shall be called the Executive Committee, and which shall consist of the Officers of the Club, together with a maximum of two representatives of each recognized Section.

Sectional representatives to the Executive Committee from the summer Sections shall have effect immediately following the Annual General Meeting of the Club in each year.

Sectional representatives to the Executive Committee from the winter Sections shall have effect immediately following the Sections' Annual General Meetings.

All Sectional representation to the Executive Committee shall be declared by Section Secretaries to the Hon. General Secretary prior to the date of the Annual General Meeting of the Club.

The Executive Committee shall have the powers to appoint sub-committees as it may deem necessary, and such sub-committees shall be responsible only to the Executive Committee.

No employee of the Club, nor Junior Members shall be eligible for election to the Executive Committee.

The Executive Committee shall meet on the first Friday of every month except where otherwise arranged. Any eight members, including an Officer of the Club, shall constitute a quorum, the Officer to take the chair.

The affairs of each Section of the Club shall be controlled by a Section Committee elected at each Section Annual General Meeting in accordance with the bye-laws of the Section, which shall have the approval of the Executive Committee. Each Section Committee shall include in its members a Membership Secretary and a Section Treasurer.

Section Annual General Meetings shall be held not later than 31<sup>st</sup> October each year for summer Sections, and not later than 31<sup>st</sup> May for the winter Sections.

All Section Committees shall be responsible to the Executive Committee.

## **8. Accounts and Annual General Meetings of the Club.**

The financial year of the Club shall end on 31<sup>st</sup> March each year, and the Annual General Meeting of the Club shall be held in September of each year.

All surplus income or profits are re-invested in the Club. No surpluses or assets will be distributed to members or third parties.

The Accounts of the Club shall be audited annually by the Honorary Auditor(s) and shall be presented to the Annual General Meeting of the Club, together with the Chairman's Annual Report.

Every Section Secretary will be notified of the date of the Annual General Meeting of the Club, together with the Annual Statement of Accounts, the Chairman's Report and the Agenda for the Meeting, not less than 14 days before the Annual General Meeting, the preparation for which shall be the responsibility of the Executive Committee. A notice convening the Annual General Meeting with the relevant documents must be displayed on the Club notice board not less than 14 days before the Annual General Meeting.

Members wishing to submit matters other than the nomination of the Officers of the Club for inclusion in the agenda of the Annual General Meeting of the Club shall submit such matters in writing, together with the full details of proposers and seconders in each case, both of whom shall be voting members of the Club, to the Hon. General Secretary not later than 30<sup>th</sup> June in each year.

Nominations for Officers of the Club shall be submitted in writing to the Hon. General Secretary no later than 30<sup>th</sup> June in each year.

## **9. Special General Meetings of the Club**

The Executive Committee shall have the powers to call a special General Meeting of the Club; and, at the request in writing of not less than 20 voting members of the Club, the Hon. General Secretary shall call a Special General Meeting of the Club within eight weeks of receipt of the request. The business to be discussed at any Special General Meeting of the Club shall be clearly set out in the notice convening the Meeting, which shall be sent to all members not less than 14 days before the date of such meeting.

## **10. Voting**

With the exception of Junior Members, all Members of the Club shall have voting power at General Meetings of the Club.

## **11. Subscriptions**

Membership subscriptions shall be fixed only by the Executive Committee and shall be reviewed annually and declared at each Annual General Meeting of the Club for the ensuing year.

Subscriptions for Cricket, Tennis Bowling and full membership shall be paid not later than 31<sup>st</sup> May, and subscriptions for Hockey, Football, Lacrosse and Table Tennis membership shall be paid not later than 31<sup>st</sup> October. Squash membership shall be paid not later than 30<sup>th</sup> September. Any member whose subscription is not paid shall be denied all entitlements of membership until such time as the outstanding subscription has been paid in full. Section Secretaries shall ensure that this rule is strictly imposed.

No new member shall be allowed to participate in the activities of the Club until the appropriate subscription has been paid.

New members joining the Club after 31<sup>st</sup> July for summer sports, and after 31<sup>st</sup> December for winter sports shall be entitled to a rebate of 50% of the full subscription.

The collection of subscriptions shall be the responsibility of the Hon. General Secretary, the Hon. Treasurer, the Hon. Membership Secretary, Sectional Membership Secretaries and Sectional Treasurers only.

Membership cards shall be issued only on the payment of subscriptions, which shall be acknowledged on the official receipt of the Club. Proof of membership shall be the official receipt only.

The Hon. Membership Secretary shall ensure that an up-to-date record of members is clearly displayed at all times in the Club House.

## 12. Finance

- 12.1 All monies belonging to the Club shall be held, under the control of the Executive Committee, in the following:-  
The Central Club Account  
The Development Account  
A number of Section Accounts, one each for the Club's constituent sporting Sections.
- 12.2 All expenses incurred by the Club on behalf of the House and Ground Committees shall require the approval of the Executive Committee, and, subject to such approval, shall be met by the Central Club Account.
- 12.3 All Sections shall provide during the course of any one financial Year from the Sectional Accounts funds to the Central Club Account such contributions as have been assigned to them by the Executive Committee for that financial year. These monies are to be raised by subscriptions, match fees, or by fund raising efforts, in a manner approved by the Executive Committee.
- 12.4 The House and Ground Committees shall submit estimates of expenditure to the Hon. Treasurer by 31<sup>st</sup> May of each year for approval of the Executive Committee.
- 12.5 All monies in the Development Account shall be under the control of the Executive Committee.
- 12.6 The Executive Committee shall be authorized to borrow such sums as they may deem necessary from time to time, and at such rates of interest as shall be agreed between the lender and the Executive Committee.
- 12.7 The Executive Committee shall be authorized to instruct the Trustees for the time being to create and execute to the lender a Legal Charge of the freehold land with cricket pavilion and other buildings thereon situate fronting to London Road North and Park Avenue, Poynton, Cheshire



### **13. Trustees**

The ground and properties of the Club shall be held on behalf of the members in the names of the Trustees. The Trustees shall be appointed by the Executive Committee and shall have no power to act independently of that committee.

Each Trustee, when appointed, shall continue in office until death, resignation or retirement, or until he shall become unfit or incapable of acting, or a resolution removing him from the office shall be passed by the members of the Club at a *General Meeting*.

### **14. Section Bye-Laws**

Bye-laws covering the activities of each Section of the Club shall be drawn up by each Section, and shall be displayed in the respective pavilions.

The Executive Committee shall have the right to reject or amend any Section Bye-laws.

### **15. Licensed Premises of the Club**

The licensed premises of the Club shall be under the control of the Bar sub-committee which shall be approved by the Executive Committee.

The maximum hours for the supply of alcoholic liquor in the licensed premises of the Club shall be:-

Monday to Saturday inclusive - from 11.00 to 23.00

Sunday, Christmas Day and  
Good Friday - from 12.00 to 15.00  
and 19.00 to 22.30

or such hours as may be allowed by the Licensing Act.

The Bar Committee shall have the right to reduce these licensing hours at any time without prior notice to the members.

Alcoholic liquors shall be supplied only under the control of members of the House Committee. No person under the age of 18 shall be served with or allowed to consume alcoholic liquors on Club property.

An up-to-date list of members shall be displayed in the licensed premises of the Club at all times in accordance with the Licensing Act. Members introducing visitors to the Licensed premises of the Club shall ensure that such visitors shall sign the Visitors' Book in compliance with the Licensing Act.

## **16. Visitors**

The facilities of the Club are provided and maintained primarily for the use of members, but friends and spectators shall be allowed to enjoy these facilities at their own risk and only at the invitation of members.

All members of a visiting Club, by invitation, shall be temporary members of the Club on the day or days on which their respective Clubs participate in games on the Club grounds, and shall be entitled to all the privileges of the Club other than those of voting, or introducing visitors or guests. It shall not be necessary to specify each such temporary member by name.

## **17. Resignation of Membership**

Any member desiring to resign from the Club shall give notice in writing to the Hon. Membership Secretary before 31<sup>st</sup> March for summer Sections, and 31<sup>st</sup> August for winter Sections. In the absence of such written notice of resignation the member shall be liable for the full membership subscription.

## **18. Security**

The security of the Club's property shall be the responsibility of all members of the Club. The issue of keys to Club property shall be at the discretion of the Executive Committee. All keys remain the property of the Club and must be surrendered on resignation or at the request of the Executive Committee. A list of key holders shall be held by the Hon. General Secretary.

The Club shall not be held responsible for any private property left on Club property.

No public right of way exists over any part of the Club property and, in order to preserve this position, the official entrances to the Club property shall be closed to the public for at least one day during each year. The Club premises shall at all times be closed to members between the hours of midnight and 8.30am, unless otherwise authorized by the Executive Committee. The House sub-Committee shall have the powers to close the Club premises prior to midnight at its discretion.

### **19. Alteration to the Constitution and Club Rules**

No alteration or addition to the Club Constitution and the Club Rules shall be made unless approved by a two-thirds majority of those present and voting at an Annual or Special Meeting of the Club. Notice in writing of such proposed alterations or additions must be sent to the Hon. General Secretary at least eight weeks before a meeting, and particulars of such proposed alterations and additions shall be embodied in the notice to Section Secretaries convening the meeting, which must be sent at least 14 days before the date of the meeting.

A copy of the Constitution and Club Rules shall be at all times prominently displayed in the Club House. Copies of the Constitution and Club Rules shall be issued to all Section Secretaries, and shall also be issued to individual members, on application to the Hon. General Secretary.

### **20. Interpretation**

Any question as to the interpretation of the Constitution and the Club Rules shall be referred to the Executive Committee, whose decision shall be final and binding on all parties.

### **21. Auditor**

The Honorary Auditor shall be appointed at each Annual General Meeting of the Club.

## **22. Dissolution**

Upon dissolution of the Club, any remaining assets shall be transferred to one of the following:-

- a. another Club with similar sports purposes which is a registered *CASC*, or
- b. another Club with similar sports purposes which is a charity, or
- c. the various Sports' governing bodies for use by them for related community sports.