

CONSTITUTION AND RULES

(Revised 2010)

1. NAME OF THE CLUB

1a. The Club shall be called Sighthill Bowling Club.

2. OBJECTS

2a. The objects of the club shall be to foster and promote the game of bowls and to institute or encourage any other form of recreation which may be considered conducive to the interests of the club.

2b. The Club is a non-profit making organisation. All profits or surpluses will be paid to foster and promote bowling. No profit or surplus will be distributed other than to another non-profit making body or to the members on winding up or dissolution of the Club.

3. MEMBERSHIP

Membership of all categories is open to all and no application for Membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of race, occupation, sex or religious, political or other opinion.

3a. The total number of Full Members shall not exceed 250, exclusive of Honorary, Restricted, Associate and Junior Members. Only fully paid up Full Members will be entitled to attend and vote at Annual General or Special General Meetings.

3b. There shall be the following Classes of Membership:-

(i) Full Membership: Members must have paid entry fee applicable at the time of joining and the Annual Subscription which fees are fixed at the Annual General Meeting of the Club. Such fees to be paid in full by Opening Day. Membership may also be granted from the 31st October, on paying the full entry fee plus 50% of the subscription fee, as agreed for that year, at the Annual General Meeting.

(ii) Honorary Membership: An Honorary Member shall be elected only at a General Meeting of the Club and must be actively and prominently connected with the game, or a Member (Full or Associate) who has given long and valued service to the Club. No person may be proposed for Honorary Membership unless a Notice of Motion is given on the Agenda. Any such Notice of Motion shall be vetted by a panel of 5 and shall not be included on the Agenda unless approved by the Management Committee. An Honorary Member shall not be required to pay an entry fee or annual subscriptions but shall have all the rights and privileges of a Full Member.

(iii) Associate Membership: The total number of Associate Members shall not exceed 150. Associate Membership shall be open to existing male or female members and applicants who wish to restrict their membership to weekday afternoons Monday to Friday, but will be able to play on Saturday and Sunday afternoons and on Saturday and Sunday evenings provided a Full Member accompanies them. (Earlier if taking part in special competitions.)

They shall be entitled to participate in the activities and facilities of the Club.

Associate Members shall pay a reduced entry fee and a reduced Annual Subscription which will be fixed at the Annual General Meeting. This is to be paid in full by Opening Day. Associate Membership may also be granted from the 31st October on paying the entry fee plus 50% of the subscription fee, as agreed for that year, at the Annual General Meeting. Associate Members shall have no voting powers or take part in the Management of the Club.

A male Associate Member who is aged 60 or over at 30th April may join the Senior Section provided there are vacancies within this section.

A female Associate Member may join the Ladies Section provided there are vacancies within this section.

(iv) Retired Membership: Shall be open to Club Members aged 60 or over at 30th April who have not less than 12 years unbroken Full or Associate Membership immediately prior to application for Retired Membership. Members granted Full Retired Membership shall pay a reduced Annual Subscription which shall be fixed at the Annual General Meeting of the Club. They shall have the same rights as Full Members. Members granted Associate Retired Membership shall pay a reduced Annual Subscription which shall be fixed at the Annual General Meeting of the Club. Application for Retired Membership must be made in writing to the Management Committee who shall have the power to grant or refuse the application.

(v) Restricted Membership: Shall be open to Club Members who through age, illness or infirmity or any valid reason are no longer able to play the game and who have not less than 5 years unbroken Membership immediately prior to application for Restricted Membership. They shall not pay an Annual Subscription but shall be entitled to enjoy the non-bowling facilities of the Club. Restricted Members shall not be entitled to vote in the management of the Club's affairs. Application for Restricted Membership must be made in writing to the Management Committee who shall have the power to grant or refuse the application. If it should so happen that a Member who has been granted Restricted Membership finds they are once more able to play the game and should apply for re-admission as a Member this shall be granted automatically.

(vi) Junior Membership: The total number of Junior Members shall not exceed 50. Junior Members must be between the ages of 10 and 17 at 30th April. They shall pay an Annual Subscription, which shall be fixed at the Annual General Meeting of the Club. Junior Members with not less than 3 years Membership may on reaching the age of 18 years, at

the 30th April apply for Membership of the Club and/or the Ladies Section (dependant on sex) which may be granted on payment of the Annual Subscription applicable at the date of application.

(vii) Temporary Membership: Shall be granted to players taking part in an organised match, or competition within the Club, for the day of the visit only. Each player shall enter their name in a book provided specifically for this purpose.

4. –APPLICATIONS FOR MEMBERSHIP

4a. All applications for admission as Members (Full, Associate or Junior) must be made in writing to the Secretary and each applicant shall be recommended by at least two Full Members. All new Members shall serve a probationary period of 24 months. New Full Members shall be allowed to recommend an application on completion of their probationary period of 24 months.

The Management Committee shall be entitled to:

1. Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the Club as set out in Rule 2.
2. For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the Full Management Committee before a final decision is made.
3. The requisition of this meeting must be in the possession of the Secretary within fourteen days of the date of receiving intimation of the Committee's decision.
4. The Management Committee shall have the power to request the proposer and seconder to attend a meeting to justify the application.

4b. The names and addresses of persons proposed as Members of the Club, together with the names of Members recommending the Applicant shall be prominently displayed in the Club premises for a period of not less than fourteen days and an interval of not less than one month shall elapse between proposal of Applicants and their election as Members or being placed next on the waiting list, whichever is appropriate. All persons on the waiting list are still subject to veto by the Management Committee

4c. Should any Member wish to object to an Applicant being admitted to Membership, they should submit their reasons in writing to the Secretary before consideration of such candidate's application takes place, and the decision of the Committee of Management shall be final.

4d. The Management Committee will have the right to admit to membership someone, who in their opinion, would be beneficial to the Club. Restrictive number – 5 per year.

4e. New Members shall be on probation for a period of 24 months from the date of joining the Club.

4f. Applicants for Full Membership must be a minimum age of 18.

4g. Applicants for Associate Membership must be a minimum age of 18.

4h. Applications by Associate Members who wish to become Full Members must be made in writing to the Secretary. Associate Members must have a minimum of five years in that Class of Membership before becoming eligible for transfer or apply through the normal procedure.

Applicants who have previously been Full Members would be eligible for transfer.

Applications shall be placed before the Management Committee who shall have the power to grant or refuse the transfer.

These applications shall not be given priority over Junior Members who have become eligible for Full Membership, however, shall have priority over the Waiting List.

Transfers can only take place prior to 31st May and provided that there are vacancies.

Transferees shall not be treated as new members with regard to the serving of a probationary period but shall have the full rights of a Member immediately on transfer.

Transferees shall be subject to payment of the Full Members' Annual Subscription until, having reached 60 years of age or over, as at 30th April, and having accrued their 12 years unbroken Full Membership, they may apply for Retired Membership.

4i. Applications by Junior Members who have attained the age of 18 years and with a minimum of 3 years membership and who have become eligible for Full Membership shall be given priority over all other applicants on their first application for membership but thereafter when seeking re-admission will be at the discretion of the Management Committee.

5. – ANNUAL SUBSCRIPTION

5a. The Annual Subscription shall be fixed at the Annual General Meeting of the Club and shall be payable on or before opening day of the greens each year.

5b. Any Member who has not paid their Subscription on or before opening day of the greens, will be deemed to have forfeited Membership.

6. – COMMITTEE OF MANAGEMENT

- 6a. A President, Vice-President, Secretary, Treasurer and a minimum of 8 and up to 12 other members shall be elected annually from the Members and shall constitute the Committee of Management along with the immediate Past President. 50% of total committee members constitutes a quorum, with full power to meet at any time and transact the business of the Club, to regulate the opening and closing of the greens, and at any time to call a General Meeting.
- 6b. The retiring President shall serve for one further year on the Committee.
- 6c. The Committee shall meet as often as is deemed necessary by the Committee to properly conduct the affairs of the Club.
- 6d. Vacancies occurring in the Committee during the year shall be filled by the Committee co-opting Members, preference being given to those (if any) unsuccessful in ballot for Committee placings at the previous Annual General Meeting.
- 6e. Any Member of the Committee absenting himself from three consecutive meetings without reasonable excuse may be considered to have resigned his office.
- 6f. The Committee shall have control of and regulate the supply of all alcoholic liquors and refreshments consumed on the Club premises. No Member of the Committee and no Manager or Servant employed by the Club shall have any personal interest in the sale of alcoholic liquors in the Club or in any profit arising from such sales.
- 6g. All infractions of the Constitution and Rules, Regulations and Bye-Laws of the Club shall be taken immediate notice of by the Committee, and Members having cause for complaint shall communicate the same to the Secretary in writing, who shall report such complaint to the Committee at their next meeting.
- 6h. The Committee shall have the power to implement rules that are not inconsistent with the Constitution and Rules or Byelaws, from time to time, as they see fit.
- 6i. Any Member acting in contravention of the Constitution and Rules or acting in a way unbecoming of a Member of the Club shall be liable to expulsion or suspension by a vote of the majority of the Committee, subject to appeal called in terms of Rule 4a. If the member deems this decision unsatisfactory, then they can appeal under Rule 7b. The requisition of this meeting must be in the possession of the Secretary within fourteen days of the date of receiving intimation of the Committee's decision.

7. – MEETINGS

- 7a. A General Meeting of the Members shall be held annually during the month of February for the purpose of electing Office-Bearers and Committee of Management and transacting other competent business in connection with the Club. The Secretary shall, at least seven days before this meeting give intimation thereof to each Member by circular, and shall at the same time, intimate that unless written notice to the contrary be received by the Secretary before the Meeting, such Member will be liable for the assessment for the ensuing year.
- 7b. A Special General Meeting may be called at any time at the request of the President, or on a requisition signed by at least twenty Full or Honorary Members being sent to the Secretary. The Meeting shall be called within fourteen days of receipt of the requisition or President's request and held not later than fourteen days from the issue of the intimation thereof. Such requisition and the Notice convening the Meeting shall state the business for which the Meeting is called and no business other than that stated on the requisition shall be taken up at the meeting.
- 7c. At all Meetings of the Club, twenty Full Members shall form a quorum; the President shall have a deliberative, and in the case of equality, a casting vote; all other Full Members to have one vote only, in the absence of the President, the Vice-President, or in the absence of both, a Chairperson possessing the same voting power shall be appointed to act at the Meeting. The signature of the Chairperson at any Meeting shall be binding as to the accuracy of the Minutes.
- 7d. A sale of the Club's heritable property whether in whole or in part cannot proceed unless the written consent of 95% of the Full Members of the Club shall be obtained.
- 7e. All matters pertaining to the byelaws can only be amended at an Annual General Meeting or Special General Meeting.

8. – ACCOUNTS

- 8a. Correct accounts and books shall be regularly kept showing the whole financial affairs and intromissions of the Club and the Committee shall see that this is done by the Treasurer.
- 8b. A yearly Balance Sheet and Profit and Loss Account shall be made from such books as at the 30th day of November in each year for the year preceding, which Balance Sheet and Profit and Loss Account shall be certified by the Auditor or Auditors.
- 8c. If decided at the Annual General Meeting a professional Auditor may be appointed who need not be a Member. Alternatively, two Auditors (not being Members of the Committee) may be appointed, in the event of failure of the Auditors so appointed to act, the Committee shall have the power to appoint two Members of the Club to act in their place.

9. – JOINT LIABILITY OF MEMBERS

9a. The ground having been obtained from the Corporation of Edinburgh and subject to the stipulations and conditions specified in the Feu Charter in favour of the Trustees hereinafter referred to for behoof of the Club, the Members and their Successors and Assignees shall be equally liable for the fulfilment of the said conditions and stipulations in the Feu Charter, the same as if it had been signed by each member.

9b. The said ground shall be held on behalf of the Club by the President, Secretary and Treasurer and their Successors in office as Trustees for the Members of the Club.

9c. The Committee shall have the power to borrow money on behalf of the Club to such extent as may be authorised by the Members, with the consent of the Trustees, and for all sums so borrowed the Members shall be liable, with power to the Committee to authorise the Trustees to grant security for any sums so borrowed, and sign any documents therefor.

9d. The Club may sue in the name of the President, Secretary and Treasurer for the time being, as representing themselves and the remaining Members of the Club. The Committee of Management by a majority of their number shall have the power to instruct the said Office-Bearers to take any legal proceedings on behalf of the Club which may be necessary, and to defend any action that may be brought against the Club.

10. – CLUBHOUSE

10a. No alcoholic liquor shall be sold or supplied in the Club premises for consumption off the premises, except to a Member of the Club in person, for consumption by them, or to a person holding a licence for sale of such liquor.

10b. The permitted hours during which alcoholic liquor may be sold in the Clubhouse shall be in accordance with the current Licensing Acts.

10c. No alcoholic liquor shall be sold or supplied in the Club premises to any person under 18 years.

11. – VISITORS

11a. Each Member shall have the privilege of taking up to a maximum of three friends with them to the Club occasionally, and shall enter their name(s) in a book provided for this purpose subject to the total number of guests attending the club not being more than a 10:1 ratio of guests to members.

11b. A Visitor shall not be supplied with alcoholic liquor in the Club premises unless on the invitation of and in the company of a Member, and such Member shall, either on the admission of the Visitor or immediately upon their being supplied with such liquor, enter their own name and the name of the Visitor in a book which shall be kept for the purpose under the charge of the Committee, and which shall show the date of such visit.

12. – DUTIES OF THE RANGER

12a. The Ranger, who shall be a Member, shall be appointed each year by the Committee of Management; shall have supervision of the Greenkeeper, power to set rinks as he/she thinks proper, and determine when the Green is unfit for play.

13. – LAWS OF THE GAME

13a. The Laws of the Game shall be those of the Scottish Bowling Association or of the Scottish Women's Bowling Association.

14. – POWER TO ALTER RULES

14a. None of the preceding rules shall be altered except by a majority vote of Members attending an Annual General Meeting or a Special General Meeting, and intimation of any proposed alteration shall be given to each Member.