



Bowling Club de Zurgena : Established 2015

CONSTITUTION & RULES

1. NAME

At the insistence of the Ayuntamiento de Zurgena the Club shall be known as:

THE BOWLING CLUB de ZURGENA. Herein after referred to as the club.

It shall seek affiliation to and be bound by the rules of The Federación Andaluza de Bolos (F.A.B) & Costa Almeria Area Bowls (C.A.A.) [C.A.A. ceased to exist January 2019 and constitution accordingly amended]

2. OBJECTIVES

- 2.1. To encourage the promotion of, and provide facilities for the practice of the sport of bowls in the municipality of Zurgena, and to undertake other activities incidental or conducive to the furtherance of the objectives.
- 2.2. The club is committed to encouraging the highest ethical standards. All individuals involved in the club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.

3. CONDUCT

- 3.1. Whether on or off the premises, members shall be required to conduct themselves without prejudice to another person, and conduct themselves in the best interests and welfare of the club.
- 3.2. Any member whose conduct is deemed not to meet the standards required by the club, may be requested to resign or alternatively be expelled from the club. The following procedure will be employed.
- 3.3. The member will be informed of the attention drawn to his/her conduct.
He/she will be permitted to make representation to defend any action brought against them.
The committee shall review all facts of any misconduct issues and determine if there is any case to answer.
The committee shall decide, and determine what action, if any, is to be taken.
Any member dismissed, has the right to appeal and may bring supporting evidence to the appeal
- 3.4. Members who propose or second persons for membership shall be responsible in ensuring the applicant's conduct does not breach the club's constitution or rules.

4. MEMBERSHIP (amended 18.1.2022)

- 4.1. Membership of the club is open to all persons, regardless of experience who want to play or participate in the sport of bowls. Applicants to be properly proposed and seconded by fully paid up members, and be approved by the committee in accordance with the club's constitution and rules.

The committee reserves the right to refuse any proposed membership, where they have good reason to believe that the applicant would be a disruptive influence or prejudice the good conduct of the club's interests and welfare, provided that no discrimination is displayed in making such a decision.

- 4.2. There will be the following classes of membership:

Full (yearly) and will include payment of FAB membership

A sliding scale of membership with a reduction of 10 euros per month e.g.

November 110 euros

October 100 euros

September 90 euros Etc

Monthly

Student and junior

(The above does not include FAB membership payment)

Only full members of the year i

immediately preceding the AGM will be allowed voting rights at the A.G.M and E.G.M (if required).

Membership fees for all categories shall be set at the A.G.M. and will take immediate effect so as to include the new financial year.

- 4.3. Members are expected to participate in club days, and promote the welfare and best interests of the club.
- 4.4. All members joining the club shall be deemed to accept the terms of this constitution and of any club rules.
- 4.5. Any person seeking to join the club shall submit an application form for approval.
- 4.6. Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on the grounds of race, occupation, sex or religious, political or other opinion.
- 4.7. All members of the club shall be expected to contribute in all aspects towards the day to day running of the club.

5. MANAGEMENT

- 5.1. The affairs of the club shall be conducted by:

The Management Committee, which shall consist of the President, Vice President, Treasurer, Secretary, Club Captain and Competition Secretary.

And

The General Committee which shall consist of the members of the Management Committee plus Team Captains, members of the Social & Fund raising Committee, Green Keeper, and a non specified number of ordinary members without a designated position.

- 5.2. All members of the Management Committee and the General Committee shall be elected at the Annual general Meeting. If the post of any officer of the General Committee should fall vacant after the Annual General Meeting, The Management Committee shall have the power to fill the vacancy until the succeeding Annual general Meeting.
- 5.3. All committee members must be members of the club.

- 5.4. It shall be a requirement of the club that any signatory to the bank account shall be either a Spanish National or will have taken out Residency in Spain.
- 5.5. The members of the Management Committee shall also be the trustees *ex officiiis* of the club who shall hold any property belonging to the club in their name and shall further be entitled to sue and be sued on behalf of the club as trustees *ex officiiis*. They shall all be entitled to personal indemnity out of the club funds where they are acting *bonafide* in their capacity as officers of the club.
- 5.6. The Management Committee shall have full power to deal with all matters relating to the club not reserved to a General Meeting in terms of this constitution, including power to make public and enforce such bye-laws as the Committee feel necessary to govern the activities of the club.

6. GENERAL MEETINGS

- 6.1 The Club shall hold an Annual General Meeting in the month of January (this can be altered by the Management Committee if extenuating circumstances prevail).
The business of the Annual General Meeting shall be to:

- Approve the minutes of the previous year's AGM
- Receive reports from the members of the Management ICommittee
- Receive reports from the members of the General Committee where required
- Receive the auditor's report
- Elect the Members of the Management Committee
- Elect the members of the General Committee
- Appoint the forthcoming years auditor
- Fix subscription fees for the following year
- Consider changes to the constitution
- Review and consider any bye-laws
- Deal with other relevant business

- 6.2 Extraordinary General Meeting

An extraordinary General Meeting shall be called by application in writing to the Secretary by at least 10% of the members of the club. The Management Committee shall also have the power to call an Extraordinary General Meeting by decision of a simple majority of its members.

- 6.3 At least 14 days notice and the agenda shall be given to all voting members of any General Meeting. No business shall be conducted unless fair notice thereof is contained in the agenda.
- 6.4 The General Committee shall meet, if appropriate on a monthly basis, but at least a minimum of 6 times per year.
- 6.5 At Annual General Meetings there must be 50% plus 1 person of the full membership present to start on time. If that number is not achieved by the stated time an additional 30 minutes shall be allowed. A quorum of 25% of the full membership must be present for the meeting to go ahead.
- 6.6 Any changes to the Constitutional Rules shall require 60% of the eligible members present vote to vote in favour of an amendment or alteration or addition.

7, FINANCE AND ACCOUNTS

- 7.1. The financial year shall run from the 1st January to the 31st December each year.
- 7.2. The Honorary Treasurer shall be responsible for the preparation of annual accounts of the club.
- 7.3. The accounts shall be certified by an appropriate independent person elected annually at the Annual general Meeting.

- 7.4. All cheques drawn against the Club's funds shall be signed by the Treasurer and one other nominated office bearer.
- 7.5. All members of the club shall be jointly and severally responsible for the financial liabilities of the club with the exception of Student or Junior members.
- 7.6. The Treasurer of the club shall have delegated authority to approve expenditure on behalf of the club up to €50. per invoiced item without reference to the Committee. The Treasurer at his discretion may sub-delegate temporary authority in advance of any commitment to purchase.
- 7.7. A permanent delegated authority of €50 shall be granted to the Green Keeper, for any purchase considered to be of benefit or necessary and in the interests of the club.
- 7.8. Expenditure in excess of €50. Per invoiced item must be approved by the Management Committee or General Committee (as appropriate). Approval of such a purchase must be recorded in club minutes.

8 DISSOLUTION

- 8.1 The club is a non-profit making organisation. All profits and surpluses will be used to maintain, improve or develop the club's facilities or to carry out the objects of the Association (s) to which it is affiliated. No profit or surplus will be distributed other than to another non-profit making body on the winding-up or dissolution of the club.

- 8.2 If, upon the winding-up or dissolution of the club there remains after discharging all its debts and liabilities any property whatsoever, such property shall be transferred to some other organisation or organisations having objects similar to the objects of the club, such organisation or organisations to be determined by the members of the club by resolution passed at a General Meeting or in the absence of such resolution to the Association to which the club is affiliated. This constitution replaces any other constitution previously related to the Bowling Club de Zurgena. The constitution is a 'living' document, and may be added to, altered or amended as necessary without re-writing.
 The General Committee Members of the Bowling Club de Zurgena hereby approve this Constitution :

President	Cliff Smith	Signed.....
Vice president	Carole Thomass	Signed.....
Treasurer	Alan Drummond	Signed.....
Secretary	Keith Porter	Signed.....
Club Captain	Ian Mason	signed
Competition Secretary	(Position Vacant)	Signed.....
System Administrator	Stuart Stansfield	Signed.....
Keith Porter. On behalf of the Bowling Club de Zurgena		Dated 18th January 2022