

## **CLUB RULES**

### **1. THE HALL**

Courts shall be numbered 1 to 5, in ascending order from the entrance to the hall.

The last members to use a court must remove the net and return it to the Club storage box. The posts should be moved to the cupboard, benches should be returned to their original position in the hall.

Any shoes which mark the floor of the hall are not permitted.

Showers are to be taken before 9.45pm in order that the hall may be closed at 10pm.

### **2. THE SELECTION BOARD**

To select a game, the person whose name is first on the board may pick any three players from the next seven on the board. At no time may they select from any other than these seven. When they have finished playing, the pegs must be returned to the end of the selection section of the board, with the winners being placed first.

### **3. MATCH PLAY**

Courts 4 and 5 will be used for match play. After the first and second rubbers have been played one of these courts will then be returned to the Club until 8.30pm, after which time the court will be given back for match use. When there are two home matches on one night, courts 3, 4 and 5 will be used for continuous match play. On these rare occasions, court 3 will not be available for booking.

Match team members may not take part in Club play until all match rubbers are completed.

On match nights, the Team Captain is responsible for ensuring that the hall is opened at the earlier time, and for the clearing away of equipment and locking of the hall. They should obtain keys from a committee member. The team captain is also responsible for ensuring that shuttles are available for match play.

### **4. BOOKING OF COURTS**

Courts 1 and 2 can be booked between 6.30pm and 7pm. Court 3 may be booked between 6.30pm and 7.30pm. All courts must be vacated promptly, and members must provide their own shuttles for these games.

### **5. SINGLES**

No singles are to be played on unbooked courts if other members are waiting to play.

### **6. DUTY COMMITTEE MEMBER**

The Duty Committee Member is responsible for opening the hall and ensuring that all equipment is safely locked away at the end of the night. On match nights these responsibilities may be delegated to the match Team Captain.

The duty committee member shall oversee the distribution of new shuttles for club play.

The duty committee member will collect subscriptions and visitors fees. Details are to be recorded on the payment forms available and both money and details passed to the club Treasurer.

The duty member will endeavour to welcome any new members or visitors, and make sure that visitors are watched by other members of the committee, with a view to their future membership of the club. The duty committee member will record the number of nights on which a visitor has attended, such that a decision can be given to them on the third evening.

With help from other committee members the duty committee member is responsible for co-ordinating the control of play and use of the selection board, and answering any queries from Club members.

7. **COMPLAINTS/SUGGESTIONS**

Anything you require to be brought to the attention of the Committee must be put in writing and signed.

8. **Badminton England Code of Conduct**

The St Leonards Badminton Club agrees to adopt the BADMINTON England Codes of Conduct relating to "Coaches/Volunteers", "parents/carers" and "Junior Members". All individual members are deemed to have assented to the BADMINTON England Codes of Conduct and as such recognise and adhere to the principles and responsibilities embodied in these documents.

## **CLUB CONSTITUTION**

### **1      NAME**

The Club shall be called St. Leonards Badminton Club

### **2      OBJECTS**

The objectives of the Club shall be to promote fellowship between the members and to develop, encourage, and provide facilities for the playing of badminton.

### **3      OFFICERS**

The Officers of the Club shall consist of the Chairman, the Secretary and the Treasurer.

### **4.     MANAGEMENT OF THE CLUB**

- a)      The entire management of the Club (except as otherwise provided by this Constitution) shall be deputed to a Committee consisting of the Chairman, the Secretary, the Treasurer, and minimum six other full members of the Club, at least one of which shall be a member of the Selection Committee.
- b)      The selection of teams for all matches shall be deputed to a Selection Committee consisting of five full members of the Club. The Selection Committee must contain at least two men and two women. Furthermore during the Selection Meeting, when a Selector's own position comes under consideration, that Selector is required to leave the room until the remaining four selectors have arrived at a majority decision. In the event of a tie, the final decision will be made by the Chairman of the Club.
- c)      The Committee shall meet at least once every two months during the Winter Season and at least once during the Summer Season to arrange the affairs of the Club and to examine its accounts. The Secretary shall notify every committee member of each meeting. The Secretary shall take the minutes of all proceedings of the Committee, and these minutes shall be open to the inspection of any member of the Club upon application to the Secretary. All committee members present shall have one vote upon every motion, and in case of equality of votes the Chairman shall have an additional or casting vote. At any meeting of the Committee five shall form a quorum.
- d)      The committee may from time to time appoint from among its members such sub-committees as it may deem necessary or expedient, and may depute or refer to them such of the powers and duties of the Committee as the Committee may determine. Such sub-committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with the directives of the Committee. In the event of any member of a sub-Committee ceasing to be a member of the Committee, they shall automatically cease to be a member of the sub-Committee. Another elected member of the Committee shall be appointed in their place.
- e)      In the event of a vacancy on the Committee, the Committee shall have the power to appoint any full member of the Club to fill the vacancy, but the proceedings of the Committee shall not be invalidated in consequence of there being less than the prescribed number of members, provided a quorum is achieved.
- f)      At the Annual General Meeting, members of the Committee and Selection Committee shall retire, but each shall be eligible for re-election. Nominations for the election of Officers and members shall be made in writing and delivered to the Secretary at least

fourteen days prior to the Annual General Meeting and shall be signed by the proposer and one other full member.

**5. BANKING AND ACCOUNTS**

- a) The Club shall maintain a bank account under the name of 'St Leonards Badminton Club' at a reputable building society. Every cheque drawn on the Club Bank Account shall be signed by the Treasurer and either the Chairman or the Secretary.
- b) The accounts of the Club shall be made up to 15<sup>th</sup> April in each year and shall be subject to an annual audit by the appointed Auditor for the Club.

**6. SEASONS**

The Club year shall run from 1<sup>st</sup> September to 31<sup>st</sup> August and shall be divided into two seasons defined as follows: (a) the Winter Season shall run between 1<sup>st</sup> September and 15<sup>th</sup> April, (b) the Summer Season shall run between 16<sup>th</sup> April and 31<sup>st</sup> August.

**7. SUBSCRIPTIONS**

- a) The subscriptions for the Winter Season shall be an amount levied by the Committee and reviewed annually. Persons joining after the start of the Winter Season shall be charged a proportionate subscription at the discretion of the Committee. For some members a revised subscription may be considered. The reason for any revised subscription is to be reported to the membership at the Annual General Meeting.
- b) The full subscription shall be paid by the 30<sup>th</sup> November and can be paid in 3 monthly instalments in September, October & November. If the full subscription is not paid by the 31<sup>st</sup> November a defaulter shall, subject to a contrary decision of the Committee, immediately cease to be a member of the club. They may, at the absolute discretion of the Committee, be re-admitted to membership on payment of all arrears. After the 30<sup>th</sup> November a penalty will be added to the subscription, the amount being that equivalent to a visitors fee payable for each club night occurring (whether or not attended) until the subscription is paid.
- c) Club members attending a club night during the Summer Season will be required to pay a sum equivalent to a visitors fee. Alternatively, a Summer Season subscription arrangement may be offered.
- d) The Committee may initiate any fund raising activities deemed desirable and appropriate for the membership of the Club.

**8. MEMBERSHIP**

- a) Membership is only offered during the Winter Season. Any person wishing to become a member of the Club may be required to play for up to three evenings until a decision is made. The Committee shall retain the right to review the application for membership for a further period.
- b) On election of a new member, the Secretary shall notify them of their election, furnish them with a copy of the rules, and request payment of a subscription to the Treasurer. If payment is not made within one month from the date of the Secretary's notice, the election shall be void, unless sufficient cause is shown to the satisfaction of the Committee.
- c) Persons of either sex shall be eligible for full membership, provided they are at least 16 years old. Below this age they will be termed junior members and will not be eligible to hold office.

- d) Membership shall be determined by the number of courts available each season and shall be at the discretion of the Committee.

**9. VISITORS**

- a) During the Winter Season every member shall be allowed to introduce visitors subject to the approval, in advance, of a member of the Committee. Such visitors shall be the guest of, and accompanied by, the member introducing them.
- b) During the Summer Season there shall be no requirement for a visitor to be introduced or accompanied by a member, but nevertheless the visitors attendance shall be subject to the approval of a committee member in attendance at the Club night.
- c) The fee for a visitors attendance at a club night will be fixed by the Committee at the start of each season.

**10. Child Protection and Equity Policy**

The St Leonards Badminton Club agrees to adopt the BADMINTON England Child Protection Policy and Implementation Procedures, and BADMINTON England Equity Policy. All individual members are deemed to have assented to the BADMINTON England Child Protection Policy and Code of Ethics and Conduct ("Code") and as such recognise and adhere to the principles and responsibilities embodied in these documents.

**11. ANNUAL GENERAL MEETING**

The Annual General Meeting shall be held within six weeks of the end of the Winter Season in each year upon a date and at a time to be fixed by the Committee. Notice convening the Annual General Meeting shall be given to members in writing not less than twenty-one days before the meeting. The Annual General Meeting will be held for the following purposes:-

- a) To receive from the Officers a report and audited balance sheet for the preceding financial year.
- b) To elect the Officers and other members of the Committee and the Selection Committee.
- c) To deal with any special matter which the Committee desires to bring before the members.
- d) To receive proposals from the members. Such proposals must be submitted in writing to the Secretary at least fourteen days before the meeting.

**12. SPECIAL GENERAL MEETINGS**

The Committee may at any time, for any special purpose, call a Special General Meeting and it shall do so within twenty-one days upon the written request of any ten members or twenty percent of the membership, whichever is the lesser. Such requisition must state the purpose of the meeting. At least fourteen days notice shall be given in writing to all members stating the purpose of the Special General Meeting.

**13. CONDUCT OF GENERAL MEETINGS**

At all General Meetings the Chairman, and in their absence a member selected by the meeting, shall take the chair. Members present shall have one vote upon every motion. In

the case of equality of vote the Chairman shall have an additional or casting vote. At General Meetings ten shall form a quorum.

#### **14 NOTICES AND MEMBERS ADDRESSES**

Any notice required by the Constitution to be given or sent to a member shall be deemed to have been duly given or sent on the next working day after it is posted, if sent by pre-paid post, or when displayed upon the Club notice board. Posted notices will be sent to the address appearing in the Club's records. Every member shall immediately give to the Secretary written notice of any change of address.

#### **15 RESIGNATION OF MEMBERSHIP**

Any member may resign their membership by giving written notice to the Secretary to that effect. They will be liable to pay a proportion of their subscription for the Winter Season.

#### **16 EXPULSION**

The Committee shall have the power to expel any member who shall offend against the Constitution or Rules of the club, or whose conduct shall, in the opinion of the committee, render them unfit for membership. No member shall be expelled without first having the opportunity of appearing before the Committee and answering the complaints made against them. The member shall retain the option of calling on other members in support of their case. The Committee shall have the power to exclude the member from the club's activities until such an appearance has been made.

#### **17 EFFECT OF RESIGNATION OR EXPULSION**

Any person ceasing to be a member shall forfeit all right to, and claim upon, the Club, its property and its funds, and shall have no right to the return of their subscription.

#### **18 CONDUCT OF MEMBERS**

- a) Members shall at all times conduct themselves in a proper and sporting manner.
- b) All members and visitors must wear appropriate badminton clothing, as deemed fit by the committee, and supply their own racquet.
- c) The Rules and Regulations of the Badminton Association of England shall be adopted, and for any league matched, the Rules of that particular league.

#### **19 MEMBERS PROPERTY**

The club shall not be responsible for any loss or damage that may occur to any property belonging to its members, whatever the cause.

#### **20 INTERPRETATION**

Any matter arising as to the interpretation of the Constitution and Rules made by the Club shall be determined by the Committee, and such determination shall be binding on all members of the club.

**21      AMENDMENT OF THE CONSTITUTION**

Any amendment to the Constitution may only take place via a proposal to a General Meeting, subject to the conditions of Paragraph 11(d).

**22      CLUB RULES**

The Committee shall from time to time make, repeal and amend all such Rules (not inconsistent with the Constitution) as it shall think expedient for the internal management and well-being of the Club, and the use of the courts. All such Rules shall be binding on the members until repealed by the Committee or set aside by resolution of a General Meeting of the club.

**23      AUDITOR**

At every Annual General Meeting an Auditor (not being a member of the Committee) shall be elected to serve for the ensuing year. A vacancy occurring in the office of Auditor during the year shall be filled by a person appointed for that purpose by the Committee.

**24      COURTS AND COMPETITION**

The Committee shall have the power to make arrangements for the hiring of courts, including the imposition of a charge for the admission of, or use by, non-members, and for the reservation of courts as may be required on any occasion as the Committee shall, at its absolute discretion, think proper. It shall also have the power to make arrangements for holding matches, coaching sessions, tournaments, or any other like competitions.

**25      DISSOLUTION**

If at any General Meeting a resolution for the dissolution of the Club shall be passed by a majority of at least 75% of the members present and able to vote, the Committee shall immediately or at such future date as shall be specified in such a resolution, proceed to realise the property of the club. After discharge of all liabilities, the surplus shall be donated to the Exeter and District Badminton League, or another organisation confirmed by resolution at the meeting. Upon completion, the club shall be dissolved. If there should be any deficit in the club funds at this time, then that deficit shall be divided equally among the members of the club.