

CONSTITUTION OF THE MOUNTNESSING BRIDGE CLUB Effective from April 1st 2015

1. Name:

The Club shall be called Mountnessing Bridge Club. The Trading Name shall be Mountnessing Bridge Club

2. Objectives:

The objectives of the Club shall be to provide facilities for its members for playing Contract Bridge.

3. Headquarters:

The headquarters of the Club shall be situated at Mountnessing Village Hall or as otherwise agreed at a General Meeting of the Club.

4. Affiliations:

The Club will be affiliated to the Essex Contract Bridge Association (ECBA) and to the English Bridge Union (EBU).

5. Membership:

5.1 Membership shall be open to all bridge players.

5.2 Any person wishing to become a member of the Club shall be entitled to submit a completed Application Form for membership after playing as a 'guest'.

5.3 All membership application forms received shall be considered by the Committee within a week of receipt.

5.4 All applicants shall subsequently be contacted and advised on acceptance or otherwise of their application.

5.5 In declining an application the Committee may give a reason but shall not be obliged to do so.

5.6 In considering applications for membership the Committee shall have regard to the capacity of the playing facilities available.

5.7 A former member of the Club who wishes to rejoin as a member may do so without the necessity for a further formal application for membership, unless the Committee decides otherwise.

6. Committee/Officers of the Club:

6.1 The Officer members of the Club shall be the Chairman, Vice-Chairman, Secretary and Treasurer; there will be two additional committee members.

6.2 The terms of office for all officers and committee members shall be one year unless otherwise agreed.

6.3 No member of the Club should simultaneously hold the position of more than one Officer of the Club.

6.4 Officers/Committee members of the Club shall be elected at the Annual General Meeting (AGM) of the Club.

6.5 In the event of a vacancy arising during the year in the office of any Officer, the Committee shall co-opt a club member to fill such vacancy until the ensuing AGM.

6.6 A quorum at meetings of the Committee shall be three, including a minimum of one officer.

6.7 The Committee may from time to time appoint subcommittees to undertake on its behalf such aspects of the administration of the Club as it shall think fit, and members of such sub-committees may include members of the Club who are not members of the Committee.

6.8 Proceedings of the Committee and of any sub-committee shall be regulated in such manner as the Committee may from time to time decide.

6.9 The Chairman shall make a report to each AGM of the Club concerning the affairs of the Club since the previous AGM.

7. Management:

7.1 The affairs of the Club shall be managed by the Committee, and the Committee shall have power to determine any issue arising in connection with the affairs of the Club which is not specifically provided for in this Constitution.

7.2 The Committee may from time to time formulate and publish such rules as it thinks expedient for the efficient and harmonious running of the Club (but in the case of any conflict between such rules and this Constitution, the Constitution shall prevail).

7.3 Any issue of policy determined by the Committee or any rules published by the Committee may be varied by a resolution of members at a General Meeting of the Club, provided that such resolution is not in conflict with this Constitution and is not retrospective in application. In the event of such a variation being made, the policy or rules shall not be further varied by the Committee in a manner inconsistent with the resolution.

7.4 The Secretary shall be responsible for ensuring that minutes of General Meetings and Committee Meetings are available for inspection by members.

8. General Meetings:

8.1 An AGM shall be held in February of each year.

8.2 An Extraordinary General Meeting (EGM) of the Club shall be convened by the Committee if a request for such a meeting, signed by at least ten members of the Club, is delivered to the Secretary, stating the reason for the meeting, and such meeting shall take place within one month of the receipt of such request.

8.3 An EGM may be convened by the Committee on its own initiative at any time.

8.4 All General Meetings of the Club shall be held at the headquarters of the Club unless circumstances arise which render this impracticable.

8.5 The Chairman, if present, shall chair all General Meetings of the Club, and in his absence the Vice-Chairman or some other member of the Committee shall chair the meeting.

8.6 Notice of the AGM shall be given to members no later than four weeks prior to the date fixed for the meeting.

8.7 Notice of an EGM of the Club shall be given to members of the Club no later than two weeks prior to the date fixed for the meeting.

8.8 Any member may propose a motion to be discussed at a General Meeting provided that written notice of the proposed motion is delivered to the Secretary no later than two weeks prior to the date fixed for the meeting.

8.9 The Chairman of the meeting may permit discussion of other business at a General Meeting if he thinks fit.

8.10 A quorum of General Meetings of the Club shall be ten members present in person.

8.11 If fifteen minutes after the time fixed for a General Meeting of the Club no quorum shall be present, the meeting shall be adjourned to a new date (of which the same notice shall be given to members as was required to be given for the meeting which has been adjourned). At this new General Meeting such number of members as was actually present at the adjourned meeting shall constitute a quorum.

8.12 Voting at General Meetings of the Club shall be by show of hands, or should the Chairman deem it prudent, by ballot. In the event of parity of voting the Chairman of the meeting shall have a second or casting vote.

8.13 An Agenda shall be issued at least one week before the General Meeting.

9. Notices:

10.1 Notices of an EGM of the Club, and of an AGM at which in the opinion of the Committee any business of a non-routine nature is likely to be discussed, shall be given to members in person or by post to the last address of each member notified to the Secretary.

9.2 Notices of any AGM at which in the opinion of the Committee only business of a routine nature is likely to be discussed, may be given to members either by post to the last address of each member notified to the Secretary, or by displaying a notice in a prominent position at the headquarters of the Club.

9.3 Notices of any other matters to be brought to the attention of members shall be made by displaying a notice in a prominent position at the headquarters of the Club.

10. Nominations:

10.1 Nominations for the post of Officers or Committee members shall be from current members of the club and be proposed and seconded by members of the Club.

11. Subscriptions and Fees:

11.1 In addition to table money each member of the Club shall pay an annual subscription, the basic amount of which for the time being shall be decided at the AGM of the Club.

11.2 Each member of the Club, and each guest and visitor shall pay table money on each occasion when he plays at the Club, the basic amount of which shall be decided at the AGM of the Club.

11.3 Should there be a change in circumstances the Committee may determine variations on the basic amount of subscriptions and table money for members, guests and visitors.

11.4 Visitors shall be required to pay table money, the amount of which shall be decided at the AGM of the club.

12. Accounts:

12.1 The Treasurer shall arrange for a Bank Account to be established for the purposes of managing the Club's income and expenditure. There will be four designated signatories of the Club, usually the Chair, Secretary, Treasurer and Vice Chair. It shall be a requirement that all cheques are signed by any two of the designated signatories.

12.2 The Committee shall arrange for accounts to be prepared in respect of the financial affairs of the Club for each financial year ending on 31st December

12.3 The accounts for each year shall be presented to the AGM of the Club for approval.

12.4 The Committee shall ensure that there is an independent review made of the accounts by a club member who shall not be a member of the Committee.

13. Guests and Visitors:

13.1 Any member may invite a guest to play at the Club at any time. Non-members may participate in club evenings on an unlimited basis unless the player becomes the subject of a complaint as at paragraph 14.1.

13.2 Non members shall be permitted to participate in all club events and competitions

13.3 A non-member who is a member of the EBU shall be permitted to participate in any EBU competition being played at the Club,

14. Conduct:

14.1 All players are expected to conform to the standards of fair play, with courtesy and in the manner expected.

14.2 In the event of a complaint being made to the Committee about the conduct of a member of the Club the Committee may (and if a written complaint is received signed by at least five members of the Club, it shall) investigate the complaint and take appropriate action

14.3 In the event of an appeal being made against the action taken by the Committee, the decision of the Committee shall not be put into effect until the appeal has been heard by a General or Extraordinary meeting of the Club

14.4 Nothing in this Constitution shall preclude the Committee from referring a matter of conduct to the Conduct Committee of the Essex Contract Bridge Association (ECBA), or to the Laws & Ethics Committee of the English Bridge Union (EBU) if it considers it appropriate to do so.

15. Tournament Directors:

15.1 The Club shall ensure that a Tournament Director (TD) is available on all evenings of play for all Club evenings.

15.2 Any matters relating to the evening's play shall be referred to the TD of that evening and in all events the TD's decision shall be final.

15.3 Any member may appeal against a TD's decision by submitting the matter in writing to the Club Secretary for the Committee's consideration.

16. Alterations to the Constitution:

16.1 No alterations shall be made to this constitution except at a General Meeting of the Club.

16.2 In order for a resolution to alter this constitution to have effect, at least two-thirds of the votes cast on the resolution must be in favour.

17. Dissolution:

17.1 A resolution that the Club shall be wound up may only be considered at an AGM or a General Meeting called for that purpose.

17.2 In order for a resolution that the Club shall be wound up to have effect at least two-thirds of the votes cast on the resolution must be in favour.

17.3 If a resolution that the Club shall be wound up is effectively passed, the Committee shall be responsible for winding up the affairs of the Club, and unless the winding up has been initiated with a view to amalgamating the Club with some other club (in which case any surplus assets and funds may be transferred to such other club), any surplus assets and funds shall be transferred as may be specified in the resolution initiating the winding up, and if no such organisation is so specified, to such of those organisations as the Committee may think fit.