READING BRIDGE CLUB

CONSTITUTION

RULES

1. NAME AND OBJECT

The Club shall be called the Reading Bridge Club and its object shall be to provide facilities to play bridge and to promote the game of Contract Bridge in the Reading area.

2. MEMBERS

The Club membership shall be divided into the following categories:

(a) Ordinary Members, who have been elected as such by the Committee in the manner provided in these rules.

(b) Life Members, who have been elected as such by the Committee for outstanding services to the Reading Bridge Club.

3. AFFILIATION

The Club shall be affiliated to the English Bridge Union and the Berks and Bucks Contract Bridge Association unless these become mutually exclusive.

4. MEETINGS

(a) Annual General Meeting

The Club's financial year shall run to the 31st March or any other date the Committee deems fit. As soon as practicable after the end of the year, there shall be a meeting of Members to be known as the Annual General Meeting for the purpose of transacting the following business:

i. To receive the Secretary's Report.

ii. To receive the Annual Accounts.

iii. To elect a President, Secretary, Treasurer and Ordinary Committee Members.

iv. To consider proposals included on the Agenda. All proposals must be submitted by a Member at least fourteen days before the Annual General Meeting.

v. To conduct any other business.

At least 14 clear days notice of the date of the meeting shall be given to each Member either at their email address or their home address, but accidental omission to give notice to any Member shall not invalidate the business of the meeting. The notice shall specify the Agenda and should include any Member's proposals under (iv) above.[1]

[1]Members will be given sufficient time to submit proposals for the agenda and nominations for the committee to the Secretary prior to the formal notification of the meeting being sent out.

(b) Extraordinary General Meeting

An Extraordinary General Meeting of Members may be convened by the Committee at any time or at the request of any ten Members upon giving notice in writing to the Secretary, signed by all of them and clearly stating the purpose of the Meeting. The Secretary shall then arrange for the Meeting to be held within one calendar month of the date of receipt of the request and shall give Members not less than 14 clear days notice of the date, time and purpose of the meeting.

(c) Committee Meetings

The Committee shall meet on such dates as it may decide but shall in any event aim to meet four times every calendar year.

(d) Quorum

At any General Meeting of Members, a quorum shall be constituted by 15 Members present in person. Should no quorum be present, the Meeting shall be adjourned to a date not more than 15 days thence and the Members then present may validly transact the business of the Meeting

At any Committee Meeting a quorum shall be constituted by a majority of Committee Members present in person, and should no quorum be present the decisions made shall not be binding.

(e) Voting and Proxies

At all Meetings each Member present shall have one vote only, except that in the event of an equality of voting the Chairman of the Meeting shall be entitled to a second or casting vote.

Any Member unable to be present in person may appoint any other Member to vote in his or her place upon giving notice of this intention, naming the proxy to the Secretary not less than 24 hours before the time fixed for the Meeting.

(f) Chairman

The President shall normally preside at all General Meetings of the Club. In the absence of the President, the Members present shall elect one of their number as Chairman of the meeting.

The Committee shall appoint a Chairman from amongst its own Members.

5. THE COMMITTEE

The Committee shall consist of the President, the Secretary, the Treasurer and not more than seven other Members. At each Annual General Meeting all Members of the Committee shall retire but shall be eligible for re-election.

Candidates for election to the Committee must be proposed and seconded by Members, on the list affixed to the Club Notice Board and on the club website.[2]

Should there be more than one candidate for election as one of the officers of the Club, then there shall be a ballot for the post and the Candidate with the greatest number of votes shall be deemed elected. Should the number of Candidates for election as Ordinary Committee Members exceed seven, a ballot shall be held and those seven Candidates with the greatest number of votes shall be deemed elected.

[2] When for any reason the Club premises are closed this information will be available on the club website only

6. DUTIES AND POWERS OF THE COMMITTEE

It shall be the duty of the Committee:

i. To manage, regulate and generally supervise the affairs of the Club for the benefit of the Members.

ii. To prepare and set before the Members at the Annual General Meeting an Income and Expenditure Account and Balance Sheet showing the Club's financial position.

iii. To arrange for the reviewing of the Club's annual accounts.

The Committee shall be empowered:

i. To authorise such expenditure of Club funds as they deem necessary.

ii. To fix the amount of the annual subscription, table money**,** match fees and any other charges they may deem necessary.

iii. To prescribe, amend and rescind Bye-Laws for the proper management of the Club and to give notice thereof to Members by posting on the Club Notice Board and on the club website

iv. To elect new Members in accordance with Rule 9.

v. Subject to Rule 10, to take whatever disciplinary action over members they may deem necessary.

vi. To co-opt Members to fill casual vacancies.

vii. To appoint sub-committees.

viii. Should the Committee decide that it is necessary to wind up the Club, they shall call an Extraordinary General Meeting in accordance with Rule 4(b).

7. SECRETARY

The Secretary shall be responsible under the direction of the Committee for all the business of the Club and shall conduct all correspondence, send due notice of all Meetings to the Members concerned and keep all Members informed of all matters of interest to them. The Secretary shall maintain the following records: register of Members; minutes of all Meetings; and files of correspondence.

8. TREASURER

The Treasurer shall be responsible for all money paid to the Club and for making all necessary payments and obtaining vouchers therefor as far as is practicable. The Treasurer shall keep an account of all transactions, shall produce such accounts for inspection if required at any Committee Meeting and shall deposit all monies received in such Bank or Banks as the Committee may authorize.

9. ELECTION TO MEMBERSHIP

Candidates for Ordinary Membership shall be proposed by one Member and seconded by another. The proposal form, signed by the proposer and seconder, shall be displayed on the Club Notice Board.

The Secretary shall as soon as practicable after consideration of the application, inform the candidate of the Committee's decision.

Subject to the foregoing, the Committee may at any Meeting elect any person to any category of Membership as defined in Rule 2.

Ordinary members will be required to pay the membership subscription, an annual payment which is set by the committee. The subscription becomes payable on the 1st of April each year. If the member has not paid this by the 1st of June, they will cease to be members of the club and will have to reapply should they wish to re-join.

10. DISCIPLINARY ACTION

Should any Member have cause for complaint against another Member, the complaint shall be made in writing to the Secretary for submission to the Committee. After such enquiries as may be necessary, the Committee shall, in accordance with Rule 6, take such action as they deem fit, provided that if disciplinary action is considered by the Committee, then the Member be given an opportunity to answer the charges. Disciplinary action amounting to a suspension of membership, or a bar from certain competitions, or expulsion from the Club requires a two-thirds majority of the Committee present and voting.

11. RESPONSIBILITY OF THE CLUB

The Club shall not be responsible for any damages, loss or injury sustained by any Member whilst on the Club premises or engaged in any of the Club's activities, nor shall any Member have any claim against the Club or Committee for any action taken in accordance with the Rules and By-laws.

12. RESPONSIBILITY OF MEMBERS

The Committee may require any Member to make good any damage or loss caused by that member's action or neglect to any property owned by the Club or for which the Club is responsible.

13. TRUSTEES

There shall be three Trustees for the Club who shall be appointed by a General Meeting of the Club. A Trustee shall hold office for life or until he or she ceases to be a Member of the Club or until resigning by notice in writing to the Committee or until a resolution removing him or her from office shall be passed at a General Meeting of the Club by a majority comprising two-thirds of the Members present and entitled to vote.

All property of the Club, including land and investments, shall be held by the Trustees for the time being, in their own names as far as necessary and practicable, for the use and benefit of the Club. On the death, resignation or removal from office of a Trustee, the Committee shall take such steps to procure the appointment by the Club in General Meeting of a new Trustee in his or her place and shall as soon as possible thereafter take all lawful and practicable steps to procure the vesting of all Club property into the names of the Trustees as constituted after the said appointment. For the purposes of giving effect to such appointment, the Secretary and the President are hereby nominated as the persons to appoint jointly new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and they shall by Deed duly appoint the person or persons so appointed by the Club in General Meeting as the Trustee or Trustees of the Club and the provisions of the Trustee Act 1925 shall apply to any such appointment. The Trustees shall in all respects act in regard to any property of the Club held by them, in accordance with the directions of the Committee, and shall have power to sell, lease, mortgage or pledge any Club property for the purpose of raising or borrowing money for the benefit of the Club in compliance with the Committee's directions. But no purchaser, lessee or mortgagee shall be concerned to enquire whether any such direction has been given. The Trustees shall be indemnified against risk and expense out of the Club property.

14. INTOXICANTS

The supply of intoxicating liquor in the Club premises shall be permitted within times permitted by the General Licensing Laws. No intoxicating liquor shall be supplied to Members or any other person on the Club premises otherwise than by or on behalf of the Club and for consumption on the premises.

No intoxicating liquor shall be supplied to, or for consumption by, persons under the age of 18 years.

The purchase for the Club and the supply by the Club of intoxicating liquor shall be in the absolute discretion of the elected Members of the Committee. No persons shall be at any time entitled to receive at the expense of the Club or any Member thereof any commission, percentage, or similar payment or with reference to purchases of intoxicating liquor by the Club, nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to Members or guests apart from any benefit accruing to the Club as a whole and apart also from any benefit which derives indirectly by reason of the supply giving rise or contributing to a general gain from the carrying on of the club.

The elected Members of the General Committee shall secure the due observance of the provisions of the Licensing Act 1964, and all other Acts relating thereto, and of any conditions attached to any license held by or on behalf of the Club for the supply of intoxicating liquor, or to any registration certificate granted in respect of Club premises.

15. ALTERATIONS TO THE RULES

These Rules may be altered only by a two-thirds majority of those Members present in General Meeting and notice of intention to propose an alteration to the Rules at an Annual General Meeting must be deposited with the Secretary for inclusion in the Agenda not later than the 31st March.

16. NOTICE OF RULES AND BY-LAWS

A copy of the Rules and the Bye-laws and of all alterations thereto shall be affixed to the Club Notice Board and available on the club website, and shall be binding on all Members.

17. WINDING UP

If an Extraordinary Meeting of the Club agrees that it is necessary to wind up the Club, the Committee shall be empowered to take whatever action may be required to realise the assets of the Club. 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.

The surplus proceeds after payment of all debts shall then be distributed amongst the Members on the following basis: each current Member is allotted one unit for each complete year of membership, and the total number of units allotted in this way is divided into the net proceeds to derive a cash value per unit.

Amendments to Rules and By-Laws

Version	Amendments	Date approved
Version 1.2	Section 4a (p2 footnote) Clarification of the notice period that will be given to enable members to make committee nominations and proposals for the agenda prior to General Meetings Sections 5 (p3 and footnote), 6iii (p4) and 16 (p6) Committee nominees, Club Rules and By Laws and proposed changes to these will be displayed **on the club website** in addition to the club notice board. Section 9 (p5) Clarification of club membership in relation to the payment of annual subscription Section 17 (p6) Clarification of the voting majority required to pass a resolution to wind the club up. Simplification of wording 'Ordinary and Life Members' now expressed as 'Members' in the document	12 May 2021
Earlier amendments		Date of change
Original constitution		6 January 1983
	Amended	4 January 1984
	Amended	3 January 1990
	Amended	10 January 1991
	Amended	25 February 1992
	Amended	25 May 1994
	Amended	8 October 1998
	Amended	23 May 2001
	Amended	20 May 2010