

**INDUSTRIAL & PROVIDENT SOCIETIES ACTS**

Register No. 29242R

**RULES OF THE  
HARDWICK SPORTS AND SOCIAL CLUB LIMITED**

Registered on 25<sup>th</sup> June 2001 under the  
Industrial and Provident Societies Acts 1965 to 1968

Note - These Rules are in part Copyright of the Working Men's Club and Institute Union Ltd. and also Hardwick Sports and Social Club Ltd., and may not be printed without permission of the Union and the Club.

## **1. Name and Objects**

The society (hereinafter called “the Club”) shall be called the HARDWICK SPORTS AND SOCIAL CLUB LIMITED. Its objects are to carry on the business of a club by providing for the use of its members, the means of social intercourse, sporting activity, mutual helpfulness, mental and moral improvement, rational recreation and the other advantages of a club.

## **2. Registered Office**

Its registered office shall be at The Pavilion, Egremont Road, Hardwick, Cambridgeshire CB3 7XR. Notice of any change in the situation of the registered office shall be sent by the secretary within 14 days thereafter to the Registrar of Friendly Societies or its successors in manner and form provided by the Treasury regulations.

## **3. Seal of the Club**

The Club shall have its name engraven in legible characters upon a seal, which shall bear the device of a circle having the word “Limited” in the centre and the remaining words of the name of the Club in the margin. The seal shall be in the custody of the secretary, or such other officer as the Committee appoint, and shall be used only under the authority of a resolution of the Committee, the date whereof shall be mentioned on the instrument to which the seal is attached, and shall be attested by the signatures of two members of the Committee and the secretary.

## **4. Use of Name**

The registered name of the Club shall be kept painted or affixed on the outside of every office or place in which the business of the Club is carried on, in a conspicuous position, in letters easily legible, and shall be engraven in legible characters on its seal, and shall be engraven in legible characters in all business letters, notices, advertisements, and other official publications of the Club and in all bills of exchange, promissory notes, endorsements, cheques, and orders for money or goods, purporting to be signed by or on behalf of the Club, and in all bills, invoices, receipts and letters of credit of the Club.

## **5. Powers**

The Club shall have full power to do all things necessary or expedient for the accomplishment of all objects specified in its Rules, including the power to purchase, hold, sell, mortgage, rent, lease, or sub-lease, lands of any tenure, and to erect, lease, sub-lease, pull down, repair, alter, or otherwise deal with any building thereon.

## **6. Shares**

Shares shall not be withdrawable or transferable and shall be of the value of £1 and shall be deemed paid up from a member’s first subscription payment.

No member shall hold more than one share, and no interest or dividend shall be paid upon it. A member shall forfeit his share on ceasing from whatever cause to be a member.

## **7. Admission of Members**

The first members shall be the following four persons, Nigel Atkinson, Maurice Cracknell, Stephen Rose and Christopher Turner all parishioners of the village of Hardwick in Cambridgeshire who, having determined to form themselves into a club more than two days before these rules are intended to become operative, are in this rule referred to as the founder members. Until there shall be fifteen members of the Club, election of members may be by a majority of votes at a meeting of which all the founder members and such persons as shall then already have been admitted to membership under this rule shall have been given two clear days notice.

Every candidate for membership, other than the founder members, must be proposed by one member of the Club and the proposal must be seconded by another member, both the proposer and seconder being members and both vouching for the candidate's fitness for membership. The name and address of every candidate proposed for membership, together with the names of his proposer and seconder, shall, for a period of at least seven days before such candidate is elected, be posted in the Club in the manner prescribed in rule 10. The candidate shall deposit the full amount payable for his first subscription payment inclusive of the full amount payable for one share. Such sum deposited shall be returned in the event of non-acceptance as a member. The candidate shall sign a declaration of his concurrence with, and adherence to, the purposes of the club as required by the Committee.

The election shall be by the Committee whose decision on admission shall be final. No reasons shall be given to any candidate in event of his rejection. No candidate shall be elected who is under 18 years of age or an employee of the club. Every member on election shall be supplied with a copy of these Rules at such charge not exceeding £1 as the Committee may determine from time to time and which is deemed paid from a member's first subscription payment.

## **8. Subscriptions**

Every member shall pay to the funds of the Club a subscription, which must be paid before the member is entitled to any of the privileges of the Club. The rate of subscription shall be such sum as may from time to time be determined by the members in general meeting being not less than £2.50 and not exceeding £25 per year payable on the first day of January in each year.

Any member who has not paid his subscription by 1st February shall be considered in arrear and if it be not paid by 1st March he shall cease to be a member.

No member in arrear shall be permitted to use the Club, or be considered a member for the purposes of these Rules unless the Committee, on receiving information that any member is unable to pay his subscription owing to want of work or other good cause, has, at its discretion, in writing, excused payment of such member's subscription for such period as they think fit and the member shall not then forfeit the privileges of membership.

## **9. Register of Members**

The Club shall keep at its registered office a register of members in which the secretary shall enter the following particulars:

- (a) The names and addresses of the members;
- (b) a statement of the number of shares held by each member and of the amount paid or agreed to be considered as paid on the shares of each member;
- (c) a statement of other property in the Club, whether in loans, deposits or otherwise, held by each member;
- (d) the date at which each person was entered in the register as a member, and the date at which any person ceased to be a member;
- (e) the names and addresses of the officers of the Club, with the offices held by them respectively and the dates on which they assumed office.

For the purpose of this rule "an officer" includes every member of the managing Committee.

The Club shall so construct the register of members that it is possible to open to inspection the particulars entered therein mentioned in paragraphs (a), (d) and (e) hereof without so opening to inspection the other particulars entered therein.

## **10. Notices**

Each member shall keep the secretary informed at the secretary's office on the Club premises of that member's private address, or of some other address at which communications may be addressed for him.

Correspondence sent to a member's last known address shall be deemed to have been received.

Nevertheless, it shall not be necessary to send any notice intended for members generally to any member, by post or otherwise, except in the case of notices for the purposes of Dissolution in rule 28. All notices shall be posted by being affixed in a prominent position on the Club premises in a part of the Club that is frequented by members; and it shall be the duty of the secretary to ensure that any such notice remains so exhibited throughout any period required in that behalf by or under these rules.

## **11. Cessation of Membership**

Members shall cease to be members:

(a) By non-payment of subscription. Any person whose membership has ceased from this cause shall not again be elected to membership unless he pays such fee or fine as the Committee may in its discretion determine.

(b) By expulsion.

(c) By resignation by notice of not less than three months given to the secretary in writing unless the Committee waives the requirement for the same.

(d) By death.

(e) By becoming an employee of the Club.

## **12. Misconduct of Members**

(a) The secretary or president or in the absence of both such officers any officer present upon the Club premises shall have power to order the withdrawal from the Club premises of any member who shall infringe any rule or bye-law or whose conduct whether within the Club or elsewhere shall in his opinion render a member unfit for further entry to the Club.

(b) The secretary or president or officer who orders the withdrawal of a member for misconduct as per Rule 12(a) shall at the next ordinary meeting of the Committee or as soon as practicable thereafter lay a complaint upon which the Committee must decide whether or not to formally charge the member. If the Committee by a majority of members present at the meeting and entitled to vote so decide that on the face of the complaint there is a case to answer the secretary will write to the member setting out the charge or charges and summon him to appear before the Committee giving not less than 3 clear days notice to afford the member an opportunity to advance a defence.

(c) The managing Committee having found a member guilty of a charge by a simple majority of their number present and entitled to vote must by at least two-thirds of the said management Committee vote for the member to be reprimanded, suspended (for a period not exceeding 12 months) or expelled to render it effective. A member convicted of any offence by any court of law may be suspended or expelled in his absence. A suspended member shall not be entitled to any of the rights and privileges of Club membership but shall remain liable to pay his subscription. The decision of the Committee shall be sent to the member in writing within three days of the committee meeting at which the decision was reached.

(d) A member who is suspended or expelled shall have the right to appeal at a general meeting having duly written to the secretary requesting the appeal to be added to the meeting agenda posted in the Club. The suspended or expelled member may appear before the meeting and having pleaded his case the decision of the managing Committee can be confirmed or amended by a simple majority of those members present.

### **13. General Meetings**

#### **Annual Meetings**

(1) An Annual General Meeting of the Club shall be held in every year, and there shall not be more than fifteen months between one Annual General Meeting and the next. Notice of the day and time of the Annual General Meeting shall be posted in the Club in the manner prescribed in rule 10 for a period of at least fourteen days before such day.

The business of the annual general meeting shall be to receive the account or accounts and balance sheet or balance sheets as audited if required, and the report of the auditor on the revenue account or accounts and balance sheet. At the annual meeting a report for the year shall be presented by the Committee.

At each ordinary general meeting the purpose of the meeting shall be to consider such other business as may be submitted by the Committee or any motion to be proposed by a member of which at least seven days' notice has been given to the secretary in writing. On receipt of such notice the secretary shall add it to the agenda posted in the Club.

The auditor shall be entitled to attend any general meeting of the Club and to receive all notices of and other communications relating to any general meeting which any member of the Club is entitled to receive and to be heard at any meeting which he attends on any part of the business of the meeting which concerns him as auditor.

#### **Special Meetings**

(2) A special meeting shall be called by the secretary in the following cases:

(a) Upon the direction of the Committee, and in accordance with such direction.

(b) On a requisition signed by one-fifth of the total number of members entitled to attend and vote at a general meeting or 30 such members, whichever is the less, stating the special object thereof. Such meeting shall be held within not less than 14 and not more than 21 days from the date of the receipt by the secretary of the requisition.

#### **Notice to be Given**

(3) Notice of any special meeting, and of the object for which it is called, shall be posted by the secretary in the club at least 10 days prior to the date of the meeting. Should the secretary not convene a special meeting in manner required hereby within 10 clear days after a duly signed requisition has been delivered to him, any of the requisitionists may call such a meeting, giving such notice as is provided by this rule.

#### **Business**

(4) No business other than that named in the notice shall be brought before a special meeting.

### **Quorum**

(5) A general meeting may proceed to business if there are in total at least one greater than the number of members of the managing Committee as provided by Rule 15 (1) within an hour after the time fixed for the meeting, otherwise the meeting, if convened on the requisition of the members, shall be dissolved, but if a meeting convened by order of the Committee, it shall stand adjourned to the week following, at the same time, and the meeting so adjourned may proceed to business whatever be the number of members present. No meeting shall become incompetent to transact business from the want of a quorum arising after the chair has been taken.

### **Adjournment**

(6) Any general meeting duly constituted, may adjourn to such time as the members present direct, and may continue any such adjournment from time to time. No business shall be brought on at any adjourned meeting which could not have been transacted at the original meeting.

### **Voting**

(7) Each member present shall be entitled to one vote on each motion.

## **14. Rules**

### **Supply**

(1) The secretary shall be supplied by the Committee with copies of the Rules and shall be bound to deliver a copy to any person, on demand, on such payment (not exceeding £1) as the Committee may from time to time determine.

### **Amendment**

(2) These rules may be amended only at a general meeting called for that purpose. Notice of any proposed amendment shall be posted in the Club for at least 14 clear days previous to the meeting to which the amendment is to be submitted. Any amendment shall require the votes of at least two-thirds of the members present at such meeting. No amendment of rules is valid until registered in accordance with the Industrial and Provident Societies Acts.

Written notice of any amendment of rules must be given by the secretary to the Chief Officer of Police and to the Clerk of the Local Authority within 28 days of the registration of the amendment in accordance with the said Acts.

### **Bye-Laws**

(3) The Committee shall have power to make such bye-laws as it may consider necessary for the good government and order of the Club, provided that no such bye-laws shall conflict with any of the Rules. A copy of all such bye-laws shall be posted in a conspicuous place within the clubhouse.

## **15. Committee**

### **Powers of Committee**

(1) The managing Committee shall consist of the president, vice-president, treasurer, secretary and assistant secretary and between 5 and 10 other committee members, all of whom shall be above the age of 18.

The Committee shall control the management of the Club and shall have exclusive power to engage or dismiss a steward and other servants. It shall have power to purchase such articles and do all such things as it may deem necessary for the carrying out of the objects of the Club. It shall have due regard to any resolution or recommendation of any general meeting, but shall not be bound to give effect to the same if in its judgement such action would be injurious to the best interests of the Club. Nothing in these rules shall enable the Committee to declare any dividend or make any monetary grants to the members, or to apply the Club funds, except for the purposes of the Club itself, and for the purposes specified in Rule 23.

The Committee shall meet not less than once a month or as may be agreed from time to time by the Committee and not less than one half of the total of the Committee shall form a quorum. No resolution of the Committee shall be rescinded unless notice to rescind has been given at the previous meeting of the Committee.

### **Retirement, Vacation, or Cessation of Membership**

(2) Any officer or Committee member not attending for three consecutive meetings shall, unless he send an explanation which the Committee consider satisfactory, cease to be a member of the Committee and in the case of an officer shall also be removed from office. Any Committee member or officer who shall cease to be a member, or who is suspended under Rule 12, or tenders his resignation in writing or who shall cease membership of the Club by any reason shall vacate his seat. Any vacancy so occurring, or by any other cause, shall be filled by the Committee, or in such other manner as the Committee may decide. All those Committee members who were elected before the date of the last election, shall retire at the elections held after the annual meeting, but shall be eligible for re-election. Any Committee members selected to fill a casual vacancy shall hold office until the next elections.

### **16. Orders**

No officer or Committee member of the Club shall by virtue of his appointment, have power to order goods or dispose of the funds of the Club. No goods or labour shall be supplied, nor any contract entered into for work to be done for the Club, nor any office of salary, profit or remuneration, be held by any member of the Committee, nor shall any honoraria be paid to Committee members, unless authorised by a general meeting or on the authority of two officers in an emergency for the benefit of the Club.

### **17. Officers**

(1) The Club shall have the following officers: A president, vice-president, treasurer, secretary and assistant secretary. The president, vice-president, treasurer, secretary and assistant secretary shall be elected by ballot at the elections held each year following the annual meeting and shall remain in office until their successors are appointed.

Any of the officers shall be removable at any time provided a majority of the members present at a special meeting called for that purpose shall vote in favour of such removal.

In the event of a vacancy arising amongst the officers by death, resignation, or other cause, apart from suspension or expulsion the vacancy shall be filled, the Committee having power to appoint a member to fill the vacancy. Any member so appointed shall hold office for the unexpired period for which his predecessor was elected. Any change in the office of secretary must be notified by the president or secretary within 42 days to the Magistrates Clerk.

The officers of the Club shall receive such honorarium, if any, or in the case of the secretary such salary, as the Committee or a general meeting may from time to time determine. Every officer dealing with Club moneys shall be insured for the due performance of his duties in such sum as the Committee or a general meeting may determine.

The officers shall act in all matters in accordance with the directions of the managing Committee of the Club.

### **The President**

(2) The president, or in his absence, the vice-president, or in the absence of both such officers, an elected chairman shall take the chair at all general meetings and managing Committee meetings of the Club.

### **Treasurer**

(3) The Treasurer shall keep such proper books of account as will enable him to present at every Annual General Meeting of the Club, or at any other time if required (on reasonable notice to him) by the managing Committee, an accurate report and statement concerning the finances of the Club, including a separate statement with regard to the purchase and supply of tobacco and intoxicating liquor, for the preceding year, or for the current year as the case may be, and shall present such report and statement accordingly. He shall attend all meetings of the Committee or any other sub-committee if so directed prepare accounts and balance sheets, and submit them to the auditor. He shall see that the Club is insured against liability for accidents and against fire and burglary.

### **Secretary**

(4) The secretary shall be the executive officer of the Club. She shall keep upon the Club premises a register of the names and addresses of the Club members and a subscription book, in which shall be recorded the payments of such members. She shall carry out the directions of the Committee, and subject to such directions, shall receive moneys and make payments on account of the Club. Subject to any directions given to her by the managing Committee, the Secretary may, on behalf of the Club, engage domestic staff and other club servants as may be necessary for the efficient and economical running of the Club, and may lawfully terminate any such engagement. She shall summon all meetings of the Committee or any other sub-committee if so directed, take minutes of the proceedings and maintain the Club's records in a safe place.

### **Assistant Secretary**

(5) The assistant secretary shall assist the secretary in her duties, act for her in her absence and be generally under the control of the management Committee.

## **18. Annual Return to Registrar**

(1) The secretary shall send to the Registrar once in every year, within the time allowed by legislation, an annual return relating to the Club's affairs for the period required by the Industrial and Provident Societies Acts, to be included in the return, together with a copy of the report of the auditor on the Club's accounts for the period included in the return and a copy of each balance sheet made during that period and of any report of the auditor on that balance sheet. The annual return shall be made up for the period beginning with the date of registration of the Club under the Industrial and Provident Societies Acts or with the date to which the Club's last annual return was made up, whichever is the later, and ending with the date of the last balance sheet published by the Club. The annual return must be made in the form prescribed by the Chief Registrar, and contain such particulars as may from time to time be required to be in the return.

### **Copies to Members**

(2) A copy of the last annual return, together with a copy of the report of the auditor on the accounts and balance sheet contained in the return shall be supplied gratuitously on demand to every member or person interested in the funds of the Club.

## **Balance Sheet**

(3) A copy of the account or accounts and balance sheets covering the period included in an annual return, as 'audited, and the report of the auditor on the balance sheet and accounts, shall be posted in the registered office and shall be kept always hung up in a conspicuous place at the said office.

### **19. Inspection of Books**

Any member or person having an interest in the Club funds may at all reasonable times inspect all books and accounts including the particulars in the register of members except those mentioned in paragraphs (b) and (c) of rule 9 at the registered office or any place where they are kept, and it shall be the duty of the secretary to produce them for inspection; but no person, unless an officer of the Club or specially authorised by a resolution thereof, may inspect the loan or deposit account of any other member without his written consent.

### **20. Borrowing Powers**

(1) The Club shall have power to borrow money for the purposes of the Club, and to issue loan stock and to secure the repayment of any money borrowed by mortgaging or charging any of its property, provided that the amount of money borrowed for the time being remaining un-discharged shall not exceed £500,000 and that the interest paid or to be paid in respect of any money borrowed (except money borrowed by way of bank overdraft, or by way of mortgage of the Club's premises) shall not exceed 5 per cent per annum, or 1 per cent per annum above Barclays Bank Plc base lending rate, whichever is the greater.

(2) Subject to the provisions relating to loan stock contained in the next following rule, the Committee shall have power to determine from time to time the terms and conditions upon which money is borrowed or loan stock is issued and to vary such terms and conditions.

## **Deposits**

(3) The Club may receive any sums of money within the total limit mentioned in Section (1) of this rule from members or others on deposit, repayable on such notice being not less than 14 clear days, as they arrange from time to time, provided that such deposits shall be received in instalments of not more than £100 in any one payment, or more than £1,000 in all from any one depositor.

### **21. Loan Stock**

(1) The following provisions shall apply to the loan stock referred to in the preceding rule:

(a) Loan stock shall be issued in multiples of £1 and shall be transferable as hereinafter provided;

(b) Application for loan stock shall be made in such form as the Committee may determine, which shall contain a statement of the terms and conditions of issue of the loan stock;

(c) Payment may be made for loan stock by instalment or otherwise;

(d) Interest shall be payable thereon half-yearly at such rate as may have been agreed not exceeding the rate mentioned in the preceding rule;

(e) Loan stock shall not confer a right to demand repayment of the principal from the Club unless interest thereon is in arrears for two consecutive years, or in the event of the dissolution of the Club;

(f) Loan stock shall be secured by certificates of indebtedness under the hands of two members of the committee and the secretary stating the amount of the loan stock;

(g) The Committee may, in its discretion, from time to time apply Club moneys which it cannot profitably invest to payoff the loan stockholders in the order in which they are entered in the register, or in such other order as the Committee may determine. If a loan stockholder, who has received notice, or to whom notice has been sent at his address registered in the books of the Club, that the Committee is prepared to repay the amount of his loan stock, leave the sum to be thus repaid in the hands of the Club, he shall not be entitled to any interest thereon after the expiration of the time named in the notice of repayment.

### **Transfer of Loan Stock**

(2) Loan stock may be transferred by a form containing such particulars as the Committee direct. A register of all transfers, containing such particulars as the Committee direct, shall be kept, but no transfer shall be registered unless it is properly stamped, or if made by a member indebted to the Club, without special order of the Committee; and until the transfer of loan stock is registered, no right shall be acquired against the Club by the transferee, nor shall any claim of the Club upon the transferor be affected.

## **22. Audit**

(1) An audit, where necessary in law or where the membership require, will be carried out by a registered auditor or two or more lay auditors where the condition for appointing lay auditors apply.

(2) Save as provided in paragraph (3) of this rule every appointment of an auditor shall be made by resolution of a general meeting of the Club.

(3) The first appointment of an auditor shall be made within three months of the registration of the Club and shall be made by the Committee if no general meeting of the Club is held within that time. The Committee may appoint an auditor to fill any casual vacancy occurring between general meetings of the Club.

(4) An auditor appointed to audit the accounts and balance sheet of the Club for the preceding year of account (whether by a general meeting or by the committee) shall be re-appointed as auditor of the Club for the current year of account (whether or not any resolution expressly re-appointing him has been passed) unless

(a) a resolution has been passed at a general meeting of the Club appointing somebody instead of him or providing expressly that he shall not be re-appointed or ,

(b) he has given to the Club notice in writing of his unwillingness to be re-appointed or

(c) he is ineligible for appointment as auditor of the Club for the current year of account or

(d) he has ceased to act as auditor of the Club by reason of incapacity.

Provided that a retiring auditor shall not be automatically re-appointed by virtue of this rule if notice of an intended resolution to appoint another person in his place has been given in accordance with paragraph (5) of this rule and the resolution cannot be proceeded with because of the death, incapacity or ineligibility of that other person.

(5) A resolution at a general meeting of the Club (i) appointing another person as auditor in place of a retiring auditor or (ii) providing expressly that a retiring auditor shall not be re-appointed shall not be effective unless notice of the intention to move it has been given to the Club not less than 28 days before the meeting at which it is moved. On receipt by the Club of notice of the intention to move any such resolution the Club shall give notice of the resolution to the members and to the retiring auditor in accordance with Section 6 of the Friendly

and Industrial and Provident Societies Act 1968, and shall give notice to the members in accordance with that Section of any representations made or intended to be made by the retiring auditor.

(6) None of the following persons shall be appointed as auditor of the Club:

(a) an officer or servant of the Club;

(b) a person who is a partner of or in the employment of or who employs an officer or servant of the Club.

(7) The auditor shall in accordance with Section 9 of the Friendly and Industrial and Provident Societies Act 1968, make a report to the Club on the accounts examined by him and on the revenue account or accounts and the balance sheet of the Club for the year of account in respect of which he is appointed.

(8) The auditor shall have a right of access at all times to the books, deeds and accounts of the Club and to all other documents relating to its affairs, and shall be entitled to require from the officers of the Club such information and explanations as he thinks necessary for the performance of the duties of the auditors.

### **23. Nominations and Proceedings on Death or Bankruptcy**

Upon a claim being made by the personal representative of a deceased member or the trustee in bankruptcy of a bankrupt member to any property in the Club belonging to the deceased or bankrupt member the Club shall transfer or pay such property to which the personal representative or trustee in bankruptcy has become entitled as the personal representative or trustee in bankruptcy may direct them.

A member may in accordance with the Industrial and Provident Societies Act 1965, nominate any person or persons to whom (subject to the provisions of the Act as to amount and the persons to whom a valid nomination may be made) any of his property in the Club at the time of his death shall be transferred. On receiving satisfactory proof of death of a member who has made a nomination the Club shall if and to the extent that the nomination is valid under the said Act either transfer or pay in accordance with the Act the full value of the property comprised in the nomination to the person entitled there under.

### **24. Application of Profits**

The profits of the Club may be applied in any of the following ways:

(a) In promoting mutual intercourse and united action between members and others interested in improving the conditions of the people of the village of Hardwick in Cambridgeshire.

(b) In promoting education by the establishment of lectures, classes, examinations, and scholarships.

(c) For any other lawful purpose determined by the Committee or any general or special general meeting subject to Rule 25.

### **25. Application of Funds**

Profits will be retained by the Club for the benefit of the Club as a whole and in pursuance of the objects of the Club. No profits or funds of the Club shall be distributed amongst the members.

### **26. Investments**

The committee may invest the funds of the Club at such rate of interest and on such terms as they see fit in any of the following investments:

(a) With its members or others upon the security of real property.

(b) In the shares or in the security of any society registered under the Industrial and Provident Societies Acts, or under the Building Societies Act, or in any company registered under the Companies Acts or incorporated by Act of Parliament or by charter provided that such society or company has its liability limited.

(c) in any investment in which the trustees are, for the time being by law, authorised to invest funds.

## **27. Statutory Applications to the Registrar**

(1) Any 10 members of the Club, each of whom has been a member for not less than 12 months immediately preceding the date of the application, may apply to the Registrar in the form prescribed by the Treasury Regulations to appoint an actuary or accountant to inspect the books of the Club and to report thereon, pursuant to section 47 (1) of the Industrial and Provident Societies Act 1965.

(2) One-tenth of the whole number of members, or if the number of members shall at any time exceed 1,000 then 100 members may by an application in writing to the Chief Registrar, signed by them in the forms respectively prescribed by the Treasury Regulations:

(a) Apply for the appointment of an inspector or inspectors to examine into the affairs of the Club and to report thereon; or

(b) Apply for the calling of a special meeting of the Club.

## **28. Dissolution**

The club may at any time be dissolved by the consent of three-fourths of the members, testified by their signatures to an instrument of dissolution in the form provided by the Treasury Regulations, or by winding up in a manner provided by the Industrial and Provident Societies Acts. The remaining assets after the payment of all liabilities shall be given to Hardwick Parish Council, or its successor, to be applied for the benefit of the parishioners of Hardwick.

## **29. Conduct of Elections**

### **Nominations**

(1) The election of officers and Committee members shall be by ballot. At least three weeks before the day fixed for any ballot a nomination sheet shall be posted in the Club by the secretary, on which the names of all candidates for any office must be entered, and such sheet shall remain open until at least 10 p.m. on the day following the closing of the general meeting. No member shall be eligible for nomination unless he has been a member for at least six calendar months prior to nominations closing, and has been proposed and seconded by two members, who must themselves sign the sheet. No member under suspension at the date of closing of the nomination sheet shall be eligible for nomination. No candidate shall be nominated for more than one position, and if nominated shall be deemed to have resigned from his present position.

### **Scrutineers**

(2) The arrangements for ballot shall be carried out under the direction of the secretary by three scrutineers appointed by the general meeting, who shall not be candidates, committee members or officers. The scrutineers so appointed shall remain as scrutineers until their successors are appointed.

### **Ballot. When Held**

(3) Ballots shall be held during the week following the annual meeting or in the succeeding week. Ballots shall remain open during not less than two hours on the evenings of not less than three consecutive days to be fixed by the committee, and the result shall be made known by the posting of a notice in the club signed by the scrutineers, recording the number of votes polled by each candidate, and indicating which of the candidates are elected.

### **Who May Vote**

(4) Each member shall have one vote for each vacancy but no member may give more than one vote to anyone candidate.

### **Tie**

(5) The candidates receiving the highest number of votes shall be declared duly elected. In the event of two or more candidates receiving an equal number of votes for the last vacancy or vacancies, the names of such candidates shall be written on slips of paper, which shall be placed so that the names are concealed, and the president, or in his absence, some person appointed by the scrutineers, shall then draw as many slips as there are vacancies to be filled, and the members whose names are so drawn shall be declared duly elected.

### **Scrutiny**

(6) The scrutineers shall, at the conclusion of the ballot, seal up the ballot papers and hand them to the secretary, who shall retain them for seven days. A scrutiny shall take place if a written demand be presented to the secretary within seven days from the close of the ballot, signed by not less than one-tenth of the members, and three fresh scrutineers shall carry out the scrutiny.

## **30. Settlement of Disputes**

All disputes between a member and an officer of the Club shall unless the Committee elect to refer the matter directly to a special meeting, be settled by the Committee. An officer who is on the managing Committee must not vote or act as a Committee member in any dispute concerning him personally. The decision of the Committee shall be final, unless any party aggrieved thereby shall within seven days produce to the secretary a requisition satisfying the conditions mentioned in Rule 13 (2) (b), whereupon the decision shall be reviewed by a special meeting and its decision shall be binding.

## **31. Introduction of Guests**

A member may personally introduce friends and family members as his guests, but no member may introduce more than three friends at anyone time. The member introducing the guest shall sign his name in a book kept for that purpose together with the name of the guest. The following shall not be admitted as guests:

- (a) Former members who have been expelled.
- (b) Former members who have ceased to be members through non-payment of subscriptions.
- (c) Persons who, having been nominated for membership, have not been accepted.
- (d) Members who are under suspension.

Members must accompany guests introduced by them during the period of their stay in the Club.

No person above the age of 18 who could reasonably be expected to apply for membership shall be admitted as a guest more than 6 times in a calendar year.

The committee may debar a member from introducing any particular person as a guest if they so think fit.

### **32. Excisable Articles**

The Committee shall arrange the supply of excisable articles by the Club to members, and to other persons on the Club premises, and 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 licence held by or on behalf of the Club for the supply of intoxicating liquor, or to any registration certificate granted in respect of the Club premises

No person shall be paid at the expense of the Club any commission, percentage or similar payment on 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

Excisable articles shall only be sold on the Club Premises during the hours permitted by the Managing Committee from time to time, provided that such articles shall only be sold to the following persons: -

- (i) Members and their guests admitted as hereinbefore provided.
- (ii) At the discretion of the Managing Committee members of visiting Clubs playing arranged athletic fixtures and their supporters.
- (iii) At the discretion of the Management Committee persons other than those above visiting the Club Premises for the purposes of participating in an organised athletic or social event provided that in the case of social events not organised by or for the benefit of the Club such events shall be limited to 12 in any one calendar year.

### **33. Hours of Opening and Closing of the Club Premises**

The Club shall be opened and closed at such hours as may from time to time be fixed by the Committee, and as posted in the Club.

### **34. Permitted Hours for Supply of Intoxicants**

The permitted hours shall be such as may from time to time be determined by the Committee in accordance with the provisions of the Licensing Act 1964, as amended, and as notified to the Magistrates Clerk as per Section 62 (3) of the said Act.

### **35. Value Added Tax**

Where under any of the provisions of these rules or any amendments thereto for the time being in force any sum of money is payable to the Club by a member whether by way of subscription or otherwise and such payment attracts Value Added Tax then, unless any rule specifically provides to the contrary, a member shall in addition pay to the Club such further sum as shall be equal to the amount of Value Added Tax at the rate for the time being in force attributable to such sum.

### **36. Life Members**

The Committee may, in their discretion, grant life membership to any member who has rendered special service to the Club, or who in their opinion is deserving of the distinction. Life members shall not be liable to pay subscriptions under Rule 8, but shall be entitled to all the rights and privileges of Club membership, including the right to attend meetings, vote at elections and be nominated for Committee or other office. A certificate of life membership shall be signed by the secretary and issued to each life member.

### **37. Exclusion of Liability**

Neither the Club nor any officer thereof shall be liable to any member or guest of a member or other persons admitted under rule 32 for any loss of or damage to any property occurring, from whatever cause, in or about the Club premises; nor for any injury sustained by any member or guest or other person admitted under rule 32 whilst on or entering or leaving the Club premises; and a notice to this effect shall at all times be displayed in a prominent position on the Club premises.

### **38. Interpretation**

In these rules, unless the contrary intention appears, words denoting the masculine gender shall be deemed to include the feminine.