

## PAPER 2

### BYELAWS OF COMPTON CROQUET CLUB

The governance, structure and elections of the Club are regulated by its **Constitution** which cannot be changed except by agreement at a Club General Meeting and endorsed by the Charities Commission. The **Byelaws**, however, are for the day-to-day running of the Club and can be amended by the Committee for operational matters so long as they do not conflict with the Constitution but need to be approved at the next general meeting by a two-thirds majority.

As confirmed at the Special General Meeting of 29 November 2023.

1. The CIO. The Club shall be called **Compton Croquet Club (CCC)** and will operate as a **Charitable Incorporated Organisation (CIO)**.
2. The **object** of the Club shall be to provide facilities for, and to promote participation of the whole community in, the sport of croquet. The governance of the Club is set out in the CCC Constitution, available on the Club website.
3. The **CCC Constitution** includes, but is not limited to, the rolling process of Trustee (i.e. Committee) appointment, retirement and potential re-appointment together with the procedures for calling and holding Annual and Special General meetings and other proceedings of the charity.
4. The Committee shall have power at any time and from time to time to fill any **vacancy** among the Officers and Committee (Trustees). Any officer or member of the Committee so appointed shall hold office only until the next following Annual General Meeting but shall then be eligible for re-election.
5. **Membership** shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, gender identity, religion or beliefs, or age; and of disability except as a necessary consequence of the requirements of croquet as a particular sport.
6. The Committee shall have power to elect as **honorary life members**, without payment of any further subscription, any member of not less than three years' standing who shall in the opinion of the Committee have rendered **exceptional services** to the Club, but such election shall not take effect unless and until confirmed at the next Annual General Meeting.
7. The **categories of membership** and the sums payable as **annual subscription** for each shall be those proposed by the Committee and approved by a General Meeting. The **subscription year** shall commence on 1 January and end on 31 December.
8. The names of all members whose current subscriptions shall not have been paid before the 31<sup>st</sup> March in any year, and who neglect to comply with a written request for payment within seven days, shall cease to be members on the expiration of such seven days unless a reason satisfactory to the Committee shall be given for the delay.

9. The Club may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to the Club's Committee. See Annex III of the Handbook, *Complaints and Disciplinary Procedures*.
10. A member desiring to **withdraw from the Club** must give notice in writing to the Membership Secretary on or before the 31<sup>st</sup> March in any year. Otherwise the subscription for the current year shall be payable.
11. No member whose membership has been terminated under these rules or who owes money to the Club shall be introduced by any other member as a visitor to any part of the Club premises
12. Application for **temporary membership** for periods not exceeding six weeks at reduced subscription can be considered by the Committee.
13. All **disputes or complaints** must normally be referred to the Secretary, and by them to the Committee, whose decision after appeal shall be final. See Annex III of the Handbook, *Complaints and Disciplinary Procedures*.
14. The Committee shall have power to **reserve the lawns** at their discretion for Club Events and during Croquet England tournaments.
15. The Committee shall have power to **alter the Byelaws**, but no such alteration shall take effect until the same has been confirmed at the next Annual General Meeting or at a Special General Meeting convened for the purpose.
16. Elections: Written notice of the names of any candidates for election, and of any formal motions, each duly proposed by one member and seconded by another, must **normally** be submitted to the Secretary not less than 28 days before the meeting. Notice convening a Special General Meeting shall be sent to CIO members not less than 14 days before the meeting and shall specify the matters to be dealt with.
17. The Club shall affiliate to the **Croquet Association** (now Croquet England) and any appropriate regional governing body devoted to croquet. The **Laws of the Croquet Association** shall be observed.
18. The Club may operate a **bar** on the Club premises.
19. There shall be a **Bar Committee** of at least three members (all over the age of 18) which shall be concerned with the purchase for the Club, and with the supply by the Club, of alcohol and who will liaise with the Catering Committee. The Chair, Secretary and Treasurer of the Club are ex-officio members of the Bar Committee. *Three* members shall form a quorum.
20. There may be admitted to the Club premises (except at such times as the Committee may direct) and there may be sales of alcohol for consumption on the Club premises to:
  - a. the guests of members (maximum three per member). Any member introducing a guest, and the guest(s), must sign in the book provided for that purpose. No member shall leave the Club premises before his or her guest;
  - b. members of teams playing or practising on the Club premises and their guests and officials and their guests;
  - c. pre-booked visiting parties organised by the Catering and Bar Group;

- d. temporary members (not exceeding six weeks) as agreed by the Committee;
- e. players and officials in the Club's tournaments and their guests.

21. The following conditions shall apply to the bar:

- a. Alcohol may not be supplied to members or guests on the premises otherwise than by or on behalf of the club;
- b. No member may receive any commission, percentage or similar payment at the expense of the club with reference to purchase or sale of alcohol by the club;
- c. The permitted hours shall be displayed in the bar;
- d. No person under the age of eighteen years may sell or will be supplied with alcohol.

22. As a **Charitable Incorporated Organisation**, the Club shall be run on a **non-profit-making basis**. Any surplus income, gains or assets shall be reinvested in the Club and may not be distributed to members or third parties.

As agreed at the SGM of 29 November 2023 /