



# WATFORD (CASSIOBURY) CROQUET CLUB

## Club Constitution

### 1. Name and Constitution

- 1.1 The Club shall be called Watford (Cassiobury) Croquet Club (“the Club”).
- 1.2 The affairs of the Club shall be managed by a committee known as “the Club Committee”.

### 2. Objects

To promote improve develop and participate in the sport of amateur croquet at all levels, in all its forms and in activities ancillary thereto, providing opportunities for community participation in healthy recreation and competition.

### 3. Membership

- 3.1 A member of the Club (“Member”) shall be any person who on application pays the relevant subscription/joining fee as determined by the Annual General Meeting of Members (“AGM”) or who satisfies the criteria for Honorary or Temporary Membership. A Full Member who has not paid the subscription by such default date as the Club Committee prescribes may at the discretion of the Club Committee be deemed to have resigned.
- 3.2 There shall be the following classes of Member. These are:

Full Members (including over 60s Member)

Honorary Members

Temporary Members, being any person who is visiting the Club with the actual or implied authority of the Club and who is hereby automatically granted temporary membership of the Club subject to the Committee’s right to terminate said membership at any time

and such other classes of membership as the Club Committee shall determine.

### 4. Officers

- 4.1 The Officers of the Club shall be Chairman, Honorary Secretary and Honorary Treasurer.
- 4.2 The Club Committee may from time to time designate members of the Club Committee as holders of other club positions including but not limited to club captain, club handicapper, equipment officer and catering officer.

### 5. Election of Officers

All Officers who wish to continue in office, including Officers appointed under rule 6.4.8, shall offer themselves for re-election at the AGM provided that Officers may not offer themselves for re-election to the same office more than four times commencing 1 January 2020.



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#### 6. Club Committee

- 6.1 The Club Committee shall comprise the Officers of the Club and no more than seven other members.
- 6.2 All members of the Club Committee who wish to continue as members of the Club Committee, including members co-opted under rule 6.4.7, shall offer themselves for re-election at the AGM.
- 6.3 The Club Committee shall meet at agreed intervals and not less than once per year. A quorum for Club Committee meetings shall be three members of the Club Committee including at least one Officer of the Club. Decisions made by the Club Committee shall be on the basis of a simple majority vote. In the case of equal votes, the chairman of the meeting shall be entitled to an additional casting vote.
- 6.4 In furtherance of the objects of the Club but not otherwise the Club Committee shall have the following powers and duties:
  - 6.4.1 To control the affairs of the Club on behalf of the Members.
  - 6.4.2 To lease and maintain such land and property as necessary, to appoint three Full Members as the Club's Trustees for the purposes of entering into any such lease on such terms as the committee may agree with the Club's Trustees and to replace any of the Club's Trustees subject to obtaining their release from the landlords.
  - 6.4.3 To make such arrangements for the management and day to day running of the Club as may be reasonably necessary.
  - 6.4.4 To keep accurate accounts of the finances of the Club which shall be reasonably available for inspection by Members.
  - 6.4.5 To arrange for the accounts to be audited before each AGM and if necessary to appoint an auditor to fill a casual vacancy.
  - 6.4.6 To maintain a bank account and to specify the requirements for authorised signatories.
  - 6.4.7 To co-opt additional members of the Club Committee as the Club Committee considers desirable.
  - 6.4.8 To appoint a member of the Club Committee including a co-opted member as an Officer to fill a casual vacancy.
  - 6.4.9 To appoint and constitute such ad hoc advisory committees as the Club Committee thinks fit.
  - 6.4.10 To suspend or terminate the membership of any Member who has in the opinion of the Club Committee behaved in a manner likely to bring the Club or its objectives into disrepute.
  - 6.4.11 To arrange tournaments and matches with other clubs.

#### 7. General Meetings

- 7.1 The AGM shall be held not later than the end of April each year. 14 clear days written notice of the AGM shall be given to Members by circulating a copy of the



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notice of the meeting to every Member at their home address as last notified in writing to the Honorary Secretary. As an alternative to post the Honorary Secretary may transmit the notice of the meeting electronically to each member who has registered an address with the Honorary Secretary for this purpose. Members must advise the Honorary Secretary in writing at least 7 days before the meeting of any business to be moved at the AGM which is not already specified in the notice of the meeting.

- 7.2 The business of the AGM shall be:
- 7.2.1 To confirm the minutes of the previous AGM and any other general meetings held since the last AGM.
  - 7.2.2 To receive the report of the Honorary Secretary.
  - 7.2.3 To receive the report of the club captain.
  - 7.2.4 To receive the audited accounts and the report of the Honorary Treasurer.
  - 7.2.5 To approve the rates of members' subscriptions and fees.
  - 7.2.6 To elect the Officers and other members of the Club Committee.
  - 7.2.7 To elect an auditor.
  - 7.2.8 Any other business at the discretion of the chairman of the meeting.
- 7.3 Nomination of candidates for election as an Officer, member of the Club Committee or auditor shall be made in writing to the Honorary Secretary at least 7 days before the AGM. Nominations can only be made by Full Members and must be seconded by another Full Member. In the absence of nominations prior to the meeting nominations may be taken from the floor. All nominations shall have the consent of the nominee.
- 7.4 A Special General Meeting of Members ("SGM") may be convened by the Club Committee or on receipt by the Honorary Secretary of a request in writing from not less than ten Full Members of the Club. At least 14 days' notice of the meeting shall be given in the same manner as that set out for the notice of the AGM in Rule 7.1. The business to be considered at the meeting shall be specified in the notice of the meeting.
- 7.5 A quorum for any general meeting shall be four Full Members. Decisions made at a general meeting shall be by a simple majority of votes of those Full Members attending the meeting. In the event of equal votes, the chairman of the meeting shall be entitled to an additional casting vote.

### **8. Changes in the Club Constitution**

Any proposed change in the Club Constitution (this document) may only be considered at a duly convened AGM or SGM. Any alteration or amendment shall require not less than two thirds of those Full Members present and voting to vote in favour.



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#### 9. Dissolution

- 9.1 If at any general meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a SGM within one month to consider the resolution. At that SGM the resolution shall be carried if not less than two thirds of those Full Members present and voting vote in favour. If such a resolution is carried the Club Committee shall immediately, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.
- 9.2 After discharging all debts and liabilities of the Club, each Member shall be refunded the subscription for the current year paid by them or if insufficient funds are available a pro rata proportion. Any remaining funds shall not be paid or distributed amongst the Members, but shall be divided equally between the East Anglian Croquet Federation and the Croquet Association. Without in any way fettering the absolute discretion of the East Anglian Croquet Federation or the Croquet Association in their application of the funds, first consideration may be given to the support of other clubs in the vicinity of the dissolved Club.

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**Adopted on 3 July 2002**

*Updated on:*

*13 March 2008*

*8 March 2012*

*9 March 2017*

*20 February 2019*