

Order Of Responsibility Of The WSSC

The President is the Head of the Club, and the Vice-Presidents support him and are available for advice from any member.

The Treasurer is responsible for the financial well-being of the Club and is consulted on all matters financial and the Assistant Treasurer works under his direction and deputises in his absence.

The Hon Secretary is responsible for the administration of the Club and the Licence is held in his name, he works with the Treasurer and receives instructions from the officers of the Club and the members of the committee and acts on Committee decisions. He is solely responsible in giving instructions to employees of the Club and to ensure that the Committee see that Club rules are complied with.

The Assistant Secretary works under the direction of the Hon Secretary and carries out the Secretary's duties in the Secretary's absence. The Assistant Secretary also holds the position of Membership Secretary and is responsible for the Membership Committee.

The Chairman is the official spokesman of the Club and represents the Club at all functions, takes the chair at the Annual General Meeting and chairs the Executive Meetings, he has the casting vote in a tied decision.

The Vice-Chairman fulfils the role as Chairman in the absence of the Chairman, the Vice-Chairman also serves on the Membership Committee and welcomes new members to the Club and explains the main rules of the Club.

The Finance Committee consists of the Chairman, Vice-Chairman, The Hon Secretary, The Hon Treasurer, The Assistant Secretary, The Assistant Treasurer and any such member as may be deemed necessary.

Representatives of all sections are answerable to the Officers and members of the Executive Committee.

WSSC Club Rules: October 2009 Edition

1. Name

The Club shall be called the Worthies Sports and Social Club and its Registered Office, The Worthies Sports and Social Club, Loader Close, Lovedon Lane, Kings Worthy, Hampshire, SO23 7NJ.

2. Objects

The objects of the Club shall be to provide the means of social, sporting and other activities, and to make, through its members, an active contribution to the well-being and development of the community of which it is part.

3. Membership

(i) Admission

Candidates for admission must be nominated and seconded by paid-up full members of the Club and complete an application for admission on the printed form accompanied by the relevant entrance fee, calculated as a proportion of the remaining subscription fee based on the time remaining between the application date and the following 1st October. Any candidate who has been a member of the club at any time in the past twelve months will have to pay an entrance fee of the full subscription fee irrespective of the date of application. The names and addresses of prospective members shall be displayed on the Club notice board for at least seven days before being submitted to the Executive Committee for election of the candidate. The Executive Committee shall have the power to refuse any application, without explanation.

(ii) Classes of Membership

(a) Ordinary Members.

Candidates for admission as Ordinary Members must be over the age of eighteen and shall be eligible on election to all the rights and privileges of membership.

(b) Senior Citizens.

Candidates for admission as Senior Citizens must have reached the age of sixty years old at the commencement of the membership year and shall be eligible on election to all the rights and privileges of membership.

(c) Minors.

Minors are individuals under the age of eighteen. Minors are only allowed in the club when accompanied by a parent or guardian who is a member of the club. Minors are not allowed to purchase or consume alcohol and will be expelled if found to be doing so. Minors are not allowed to take part in any gaming activity where there is a cash prize or equivalent. Minors are not allowed to sign in guests, attend any club meetings and have no voting rights.

(d) Temporary Members.

A member of a team, or a relative or partner of a member of a team, visiting the club or adjacent pitches in connection with any sporting fixture or match or local competition may become a temporary member for the duration of the aforementioned visit, subject to the team being on an approved list of teams agreed by the Executive Committee, and a relevant contact whose name, address and contact telephone number is held on the approved list being present for the visit. Persons specially invited to the club by a member of the Executive Committee to visit the club, for whatever reason, and persons engaged by the club for any sporting, social or entertainment reason may also become temporary members for the duration of such visit or engagement, subject to the Executive Committee having their name, address and contact telephone number prior to the visit. Temporary members shall have all the rights and privileges of membership and be subject to the same rules and by-laws as other members, except that they shall not attend or vote at any meeting of the Club, or introduce visitors.

(e) Life Members.

The Committee may in their discretion propose to an Annual General Meeting the election to Life Membership of any member who has rendered special service to the Club, or is deserving of the distinction by virtue of long and active membership. Life Members shall not be liable to pay subscriptions but shall have all the rights and privileges attaching to Ordinary Membership. A certificate of Life Membership shall be signed by the President, Chairman and Secretary of the Club and issued to each Life Member.

(iii) Cessation of Membership.

Membership shall cease:

- (a) By resignation notified to the Secretary.
- (b) In default of the payment of subscriptions as provided for in Rule 4.
- (c) By expulsion in accordance with these Rules.

(iv) Nominal Roll

The Committee shall maintain at the Club a Roll of Members names and addresses, sub-divided into the classes of membership detailed in this Rule. Every Member shall, within 14 days, give notice to the Secretary of any change of address.

(v) Limitation of Membership.

The Executive Committee shall have the power to limit the number of members within any class of membership by determining a total not to be exceeded in that Financial Year. Additionally, the Committee may resolve to restrict admission by defining the catchment area from which applications may be accepted.

4. Subscriptions

The subscription of members shall be as determined from time to time by an Annual or Special General Meeting, payable on the day of submitted application for membership and thereafter annually on 1st October. Any member who has not paid their subscription by 31st October shall forfeit the privileges of membership, including the right to make use of the Club.

5. Officers

The Club shall have the following officers:

- Three Trustees
- President
- Up to 3 Vice-Presidents
- Chairman
- Vice-Chairman
- Honorary Secretary
- Honorary Treasurer.

In addition an Annual General Meeting may appoint an Assistant Secretary and Assistant Treasurer on the recommendation of the Executive Committee.

The Trustees shall be appointed only at a General Meeting by a resolution of a majority of the members present and shall remain in office during the pleasure of the Club.

The President shall be appointed only at a General Meeting, by a resolution of a majority of the members present, and shall remain in office during the pleasure of the Club. The Vice- Presidents, Honorary Secretary and Honorary Treasurer shall be appointed at the Annual General Meeting and shall retire annually.

Retiring officers shall be eligible for re-election. The Executive Committee shall have the power to fill any office falling vacant between Annual General Meetings, with the exception of the offices of President and Trustee.

6. Management

(i) Executive Committee.

The affairs of the Club shall be managed by an Executive Committee, consisting of the following:

- The President
- Vice-Presidents
- The Chairman
- Vice-Chairman
- Honorary Secretary
- Honorary Treasurer
- Honorary Assistant Secretary (if appointed)
- Honorary Assistant Treasurer (if appointed)
- 14 members to be elected at the Annual General Meeting

The Chairman and Vice-Chairman will be elected from among Committee Members at the first meeting of the Executive Committee after the Annual General Meeting. Seven members present at a meeting of the Executive Committee, shall constitute a quorum.

(ii) Sub-Committees.

The Executive Committee shall appoint a Finance Sub-Committee consisting of the Chairman, the Vice-Chairman, the Honorary Secretary, the Honorary Treasurer, the Assistant Secretary (if appointed), the Assistant Treasurer (if appointed) and such other members as may be deemed necessary. The Executive Committee shall have the power to appoint sub-committees for specific purposes. The President, Chairman and the Honorary General Secretary shall be ex-officio members of all sub-committees, and the Executive Committee shall have power to co-opt Club members other than members of the Executive Committees to such sub-committees.

7. Finance

(i) Financial Year.

The Financial Year of the Club shall end on 30th September and an audited Statement of Accounts up to and including this date shall be published annually.

(ii) Bank Account.

The funds of the Club shall be lodged at a Bank or in an approved Local Authority investment scheme approved by the Executive Committee and all the cheques drawn on the account shall be signed by the Honorary Secretary and the Honorary Treasurer.

(iii) Expenditure.

All expenditure, other than petty cash, shall be passed by the Executive Committee before payment. The level of the petty cash shall be as determined by the Executive Committee from time to time.

(iv) Honoraria.

The Executive Committee may submit to the Annual General Meeting resolutions for the granting of honoraria to such officers and other members as they consider fit.

(v) Paid Appointments.

The Executive Committee shall have power to appoint or dismiss such employees as it deems necessary for the proper conduct of the Club and to fix the remuneration of such employees.

(vi) Liability of Trustees.

All the property of the Club shall be vested in the Trustees, representing and acting for the whole of the members of the Club. No personal liability shall attach to any Trustee, except to the extent of such funds of the Club as may actually be received by him or her.

(vii) Guarantee for Performance of Duties.

Every officer dealing with Club moneys shall be insured with a recognised guarantee society for the due performance of his duties in such sum as the Executive Committee may determine.

8. Meetings

(i) Annual General Meeting.

The Annual General Meeting shall be held within 14 days of the 30th November each year, the date to be fixed by the Committee. Twenty-eight days' notice of such a meeting shall be posted in the Club and an agenda of the business to be conducted shall be similarly posted not less than ten days before the meeting. The purpose of the meeting shall be:

- The Election of Officers and Executive Committee members.
- Nomination for the election of officers and members of the committee shall be given to the Honorary Secretary at least 21 days before the date of the meeting.
- To receive reports on year's activities.
- To receive a Statement of Accounts and Balance Sheets, and the report of the Auditor for the previous 12 months.
- The appointment of Auditors for the ensuing year.
- To decide on any resolutions submitted by the Committee or by any member. Such resolutions to be submitted in writing to the Honorary Secretary at least 21 days before the date of the meeting. Any proposal submitted to the membership at the Annual General Meeting must be displayed on the Club Notice Board 14 days prior to the meeting and be in full as submitted by the proposer.

(ii) Special General Meeting.

A Special General 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-seventh of the Ordinary Members stating the special object thereof, and accompanied by a deposit at the rate of 10p for every person signing, to be paid by one of such persons. Such meeting shall be held within not less than 14 and not more than 28 days from the date of receipt by the Secretary of the requisition. Notice of such Special General Meeting shall be posted in the Club at least 10 days prior to the date of such meeting. If by resolution of a Special General Meeting which has been called upon requisition it shall appear that in the opinion of such meeting it has been called for a frivolous purpose, the deposit shall be forfeited to the funds of the Club, or as the meeting shall direct otherwise it shall be returned to the depositor.

9. Conduct of members

(i) Admission to the Club.

No member in any class of membership shall be admitted to the Club except on production of a paid-up Membership Card. In the event of a membership card being lost, members should report the circumstances of the loss to the Secretary and may be required to pay a fee for its replacement, the level of which shall be determined by the Executive Committee. No membership card of any class is transferable. Any member contravening this rule will be liable to be dealt with under Rule 10.

(ii) Members' Children.

Family Members may bring their children into the Club, except on such occasions as the Executive Committee may, from time to time, declare as occasions for adults only. Members will be responsible for the conduct of their children while on Club premises, especially in relation to the provisions of the Licensing and Gaming Acts.

(iii) Club Premises.

No drunkenness, illegal drugs, offensive behaviour, discrimination of any sort, foul language or other misconduct shall be permitted on the Club premises. Any Executive Committee member or the Steward may require any member who in their opinion contravenes this rule to leave the premises and shall report the facts in writing to the Executive Committee.

(iv) Outside the Club.

Members representing the Club in any capacity whether in an organised social party, as members of sports or games teams, or in any other way are required to behave at all times in a proper manner and not in any way likely to reflect adversely on the name of the Club.

10. Power of committee to suspend or expel

The Executive Committee shall have power to reprimand, suspend or expel any Member who infringes any section of Rule 9 or any other Rule. Any member in contravention of Rule 9 or any other rule who has been asked to leave the Club by an Officer, a Committee Member or by the Steward, or who has been so notified by the Secretary, shall be suspended until such time as he or she has been summoned to explain his or her conduct before the Disciplinary Sub-Committee and until the Sub-Committee's finding have been confirmed or otherwise by the Executive Committee at their next monthly meeting.

If in the view of the Disciplinary Sub-Committee the charges are unfounded, they may immediately lift the suspension. A decision to suspend or expel a Member shall require a resolution of the Committee, supported by a majority of the members present. A suspended Member shall forfeit all rights and privileges for the period of his or her suspension, but shall remain liable to pay his subscription during suspension, or if an official or member of the Committee, he or she shall vacate such office or seat during the period of suspension. There shall be no appeal against suspension, but a member expelled may appeal against expulsion, such appeal shall be notified to the Secretary and will be heard by the President and Chairman of the Club and two other officials named by them. Notice of appeal shall be accompanied by a remittance of £1.00 the disposition of which shall be at the discretion of the arbitrators.

The arbitrators shall have full power to alter or rescind such expulsion and there shall be no appeal from their decision.

11. Guests.

(1) Introduction of Guests.

An Ordinary Member may personally introduce friends as their guests. No person shall be introduced more than twice in one quarter and no member may introduce more than two friends at any one time. Members, having visitors staying with them may, on notification to the Secretary, obtain permission for his or her visitors to be introduced in excess of the above allowance. The Visitor and the Member introducing him shall sign their names in a book kept for that purpose and the Member shall pay such fee as determined from time to time by the Executive Committee. No member shall be entitled to introduce a guest to the Club during the hours when licensed premises in the locality are not open for the sale of intoxicants to the public.

The following will on no account be admitted as visitors:

- (a) Former members who have been expelled.
- (b) Members who are in arrears with payment of subscriptions.
- (c) Persons who, having been nominated for membership, have been rejected on the grounds of unsuitability.
- (d) Members who are under suspension.

Members must accompany guests introduced by them during the period of their stay in the Club and no guests shall be permitted to make any payment of any kind whatever, directly or indirectly.

(ii) Sale of Excisable Articles.

If at any time excisable articles shall be provided on the Club premises, then, should any visitor to the Club, not being a member thereof, pay for refreshments served to him, he shall at once be removed from the Club premises, and the member introducing such visitor may be expelled from membership on the fact being duly proved, and it shall be the duty of any officer or member of the Club, becoming aware of such breach of rules, to report it at once to the Secretary or Committee.

12. Hours of opening and closing the club premises

The hours of opening and closing the Club premises shall be as determined by the Executive Committee. The hours currently in force shall be displayed in the Club.

13. Permitted hours for the sale 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 current Licensing Act and associated Club Premises Certificate.

14. Rules

These Rules may be amended at an Annual General Meeting or at a Special General Meeting called for that purpose. Any proposed amendment or addition shall be submitted to the Honorary Secretary in accordance with Rule 8 (i) in the case of an Annual General Meeting or together with the demand for a Special General Meeting in accordance with Rule 8 (ii). No alteration to the Rules shall be made unless a resolution be carried by 70% of the members present.

15. Bye-laws

The Committee shall have the power to make such bye-laws as it may consider necessary for the benefit of the Club, provided that no such bye-law shall conflict with any of the Rules. A copy of all such bye-laws shall be placed on the Club notice board.