

**Bury Croquet Club**  
**Constitution**  
**as amended by A.G.M.Saturday 30<sup>th</sup> November 2024**

**1. Name**

- 1.1 The Club shall be called Bury Croquet Club, hereafter referred to as “the Club”.
- 1.2 The Club shall be affiliated to the North-West Federation of Croquet Clubs and shall be a Member Club of Croquet England (CqE)

**2. Objects**

- 2.1 The objects of the Club shall be to foster and promote the sport of Croquet in all formats and at all levels, providing opportunities for healthy recreation and for competition.

**3. Membership**

- 3.1 Membership shall be open to any person completing a membership application form and paying the relevant subscription as determined by the Annual General Meeting of the Club members.
- 3.2 There shall be the following classes of Membership
  - 3.2.1 Full Membership
    - 3.2.1.i Full members may pay the annual subscription by monthly standing order. However, default on payment of more than two months will render the membership void.
  - 3.2.2 Junior up to 16 (under 16 years of age on January 1<sup>st</sup>)  
Junior 17 to 22 (under 22 years of age on January 1<sup>st</sup>)
  - 3.2.3 Near Country 2<sup>nd</sup> club (25-49 miles)
  - 3.2.4 Far Country 2<sup>nd</sup> club (over 50 miles)
  - 3.2.5 Evening & Weekend only membership (from 6pm evenings all day weekends).
  - 3.2.6 Trial membership – 3 months during the season. Fee deductible from membership on joining
  - 3.2.7 Nonplaying supporter membership
- 3.2 The parameters of each class of member shall be determined by the General Committee and confirmed at General Meeting.
- 3.3 The General Committee may from time to time set a limit to the number of active Members in relation to the facilities available; if it does so, new Members may be placed on a waiting list and acceptance of their subscriptions be suspended until they can become active Members.

## **4. Officers**

- 4.1 The Executive Officers of the Club shall be the Chair, Vice-Chair, Secretary and Treasurer.
- 4.2 There may also be up to six Non-Executive Officers with specialised responsibilities.

## **5. Election of Officers**

- 5.1 All Officers shall be elected at an Annual General Meeting of the Club.
- 5.2 All Officers must be full Members of the Club unless a particular Executive position cannot be filled from within the membership. In this case, the Chair may invite a suitably qualified individual to undertake an Executive role and the individual will be considered an Honorary Member for the period of their appointment. Any such appointment should be considered at the next meeting of the Officers of the Club and confirmed at the next General Meeting of the Club by those members in attendance.
- 5.3 All Officers of the Club are elected for a period of one year. All Officers may be re-elected to the same role subject to a maximum length of tenure of five years.

## **6. President and Vice-Presidents**

- 6.1 A President and Vice-Presidents may be nominated by the Committee by way of special recognition for services to the Club. Any person so nominated may be created a President or Vice-President for life or any lesser period, by resolution of a General Meeting and approved by not less than two-thirds of those attending and voting upon it.
- 6.2 Presidents and Vice-Presidents are not Officers of the Club but may represent the Club at various events if requested by the Chair. They will also be designated Honorary Members of the Club and accordingly do not need to pay an annual subscription.

## **7. General Committee**

- 7.1 Between General Meetings, the affairs of the Club shall be controlled by a General Committee comprising the Executive and Non-Executive Officers of the Club. It shall meet as necessary
- 7.2 The duties of the General Committee shall be:
  - 7.2.1 To control the affairs of the Club on behalf of the Members.
  - 7.2.2 To ensure that the Treasurer keeps accurate accounts of the finances of the Club and annually presents a Statement of Accounts which have been independently examined by the appointed Examiner of Accounts and presented to the Members of the Club at its Annual General Meeting each year.

- 7.2.3 To submit a copy of the said Statement of Accounts, following its approval by the Members of the Club, to Bury MBC, in accordance with the Terms of the Lease Agreement.
- 7.2.4 To maintain a bank account on terms to be defined by the General Committee.
- 7.3 The General Committee may elect new Officers to fill vacancies in its numbers. These shall hold office until the next Annual General Meeting
- 7.4 The General Committee may also co-opt, for the period until the next AGM, such additional non-voting Committee Members as it deems necessary.
- 7.5 Decisions of the Committee shall be on the basis of a simple majority vote. In the event of a tied vote, the person taking the chair shall be entitled to an additional casting vote.

## **8. General Meetings**

- 8.1 At all General Meetings of the Club, the Chair will preside, or in his/her absence the Vice-Chair, or if also absent a deputy appointed by the Full Members of the Club attending the meeting, the most recent past Chair present presiding over this preliminary process.
- 8.2 The quorum for a General Meeting shall be one-quarter of the Full Members including at least one of the Executive Officers.
- 8.3 Each Full member of the Club shall be entitled to one vote on each separate resolution at a General Meeting. Decisions of the Meeting, except where otherwise specified in the Constitution, shall be on the basis of a simple majority. In a tied vote, the person in the Chair shall be entitled to an additional casting vote.
- 8.4 Any resolution requiring other than a simple majority shall be subject to the rule that an abstention does not count as a vote.
- 8.5 The Annual General Meeting (AGM) of the Club shall be held in November each year. Notice of the date shall be posted on the Club notice board by 15 September. Members must advise the Secretary in writing of any business to be considered and voted on at the AGM at least 21 days before the meeting. The Secretary shall circulate notice of the Agenda for the meeting to all members at least 10 days before the meeting.
- 8.6 The business of the AGM shall be :
  - 8.6.1 To confirm the minutes of the previous AGM and any subsequent General Meetings.
  - 8.6.2 To receive the Annual Accounts presented by the Treasurer and the Report of the Examiner of the Accounts.
  - 8.6.3 To receive the Treasurer's projection of expected expenditure for the forthcoming year and budgeted income.
  - 8.6.4 To fix subscription rates for the coming year.
  - 8.6.5 To receive the annual report of the Chair.
  - 8.6.6 To receive the annual report of the Secretary, which should include any noteworthy decisions of the General Committee.
  - 8.6.7 To receive the reports of any other Officers, if any.
  - 8.6.8 To elect and Examiner of Accounts for the coming year, who shall in no circumstances be a member of the General Committee but may be a Full Member of the Club.
  - 8.6.9 To elect all Executive and Non-Executive Officers of the Club.

- 8.7 Nominations of Executive and Non-Executive Officers of the Club may be made in writing to the Secretary at least 14 days before the meeting. Each nomination must have a proposer and seconder, who should be a Full Member of the Club.
- 8.8 In the absence of advanced nominations for all positions, nominations may be taken at the AGM.

## **9. Special General Meetings**

- 9.1 A Special General Meeting shall be convened by the General Committee or on receipt by the Secretary of a request in writing by not less than one-quarter of the Full Members of the Club. At least 21 days notice of the Special meeting shall be given. In the months of May to September this notice may be via the Notice Board. In other months it must be circulated to Members.
- 9.2 The business of the meeting shall be specified in the notice convening the meeting.

## **10. Expulsion from Membership**

- 10.1 A member may be expelled from the Club by resolution of a Special General Meeting called solely to consider the matter provided that:
- 10.1.2 The meeting agrees that the Member has behaved in a way likely to bring the Club into disrepute or to cause it substantial prejudice.
- 10.1.3 The Member has had full opportunity to address the meeting before the vote is taken.
- 10.1.4 The motion to expel the Member is carried by four-fifths of those present and entitled to vote.
- 10.2 The Member expelled may appeal the decision within 14 days notice in writing to the Secretary of the Croquet England Association who shall, within 14 days, convene a meeting of the Chair, or in their absence Vice- Chair, of the Council and two members of the Council who shall decide the appeal and shall not be required to give reasons for their decision.

## **11. Amendments to the Constitution**

- 11.1 The substance of Clause 2 of the Constitution may not be amended.
- 11.2 Any other proposed amendment to the Constitution may be considered only by a quorate General Meeting and must be recited in the Agenda of the meeting. It must be proposed and seconded by Full Members of the Club and approved by two-thirds of those attending and voting.

## **12. Trustees**

- 12.1 Should it be deemed necessary by the General Committee, they may appoint no fewer than two nor more than four Members to act as Trustees of the Club, subject to such appointment being confirmed at the next AGM. The Trustees shall always act in the interest of the Club and in agreement with the elected General Committee of the Club.
- 12.2 In the event of a dispute between the Trustees and the General Committee, a Special General Meeting of the Club shall be called to vote on a resolution to the dispute, such remedy may also include the removal of any or all Trustees.

## **13. Dissolution**

- 13.1 If at any Special General Meeting of the Club a resolution be passed calling for the dissolution of the Club, the Secretary shall convene a Special General Meeting to be held not less than one month thereafter to discuss and vote on the resolution.
- 13.2 If at that Special General Meeting the resolution is carried by a two-thirds majority, the General Committee shall proceed to realise the assets of the Club and discharge all its debts and liabilities. Any remaining cash balances shall be divided equally between any local Federation of which the Club is a member and Croquet England.