

RULES OF PLYMOUTH BRIDGE CLUB FEBRUARY 2011

1. The club is the PLYMOUTH BRIDGE CLUB and its address is 'Moor View House, 1 Moor View Terrace, Plymouth, PL4 7EB'.
2. The Club has been formed to provide facilities for Members to play Duplicate Bridge and maintain a Club House with all the usual amenities of a Bridge Club, facilities for rubber bridge and obtaining light refreshments at reasonable prices and to afford to Members all the usual privileges, rights and advantages of a Club.

MEMBERS

3. a. The Club shall consist of Members of the following categories:
Life Members, Ordinary Members, Country Members, Honorary Members, Temporary Members, Social Members and Student Members.
- b. Persons of not less than eighteen years of age are eligible for membership. Persons under the age of eighteen may be admitted as Student Members under Rule 30a.
- c. A candidate is eligible as a Country member if he/she resides beyond a distance of 25 miles from the club and has no residential, business or private address within the said distance. Any Country Member using the Club more than 30 times in a subscription year will be charged the Ordinary subscription.
- d. On the recommendation of the Committee, Honorary or Temporary Members may be elected by the unanimous decision of the Members of the Committee present at the election. Names and addresses of such candidates shall be posted on the Club notice board for at least 48 hours immediately before being considered by the Committee.
- e. The privileges of Honorary Membership may by the discretion of the Committee be accorded to members of other Bridge Clubs visiting the Club to play in official matches or competitions but no such member shall be entitled to such privileges for more than eight occasions in any twelve months.
- f. The period of membership of Temporary Members shall not exceed three months and the number of Temporary Members at any one time shall not exceed sixteen.
- g. Social Members shall not be entitled to play cards at the Club or to use the Card rooms unless they have been accepted for instruction in playing Bridge or as prospective playing members.
- h. On the unanimous recommendation of the Committee any member who has given outstanding meritorious service to the Club may be nominated for election as a Life Member. Any resolution proposing such an action shall be considered at a Special General Meeting called for that purpose and shall require to be approved by a majority of not less than two-thirds of the votes of the members attending such a meeting. The names of Life Members and the dates of their election shall be recorded upon an Honours Board to be kept for that purpose and such members shall thereafter be exempt from the payment of all future annual subscriptions and from the provisions of Clause 9 of these Rules.

PROPOSAL OF CANDIDATES

4. a. Each candidate for admission as a member (other than an Honorary or Temporary Member) shall be proposed by one member and seconded by another, both of whom must have a personal knowledge of the candidate. The candidate's name, rank, and usual place of residence and other information required by the Committee shall be stated on the proposal form. The proposer and seconder shall be answerable for eligibility of their candidate in all respects and one or other shall add remarks on the proposal form on such eligibility.
- b. The name and address of the candidate and the names of their proposer and seconder shall be posted on the Club notice board for at least one week immediately before being considered by the committee.
- c. Unless the Committee shall otherwise determine all candidates for admission (other than Honorary or Social Members) shall be required to play as guests in the Club card rooms on not less than four occasions prior to the date on which their names shall come before the Committee for election.

ELECTION OF CANDIDATES

5. a. The election of candidates shall be by the Committee and no person shall be admitted to membership of the Club until so elected.
- b. The Committee at every meeting thereof appointed for the election of Members shall consider the applications of all candidates and shall elect or reject them in priority according to the dates of their applications for membership. A candidate who receives a majority of votes of the Members of the Committee present and voting shall be declared elected.
- c. All ballots for election of Members shall be secret unless the Committee otherwise resolves.

NOTICE OF ELECTION

6. a. Every newly-elected Member shall receive notice from the Honorary Secretary of election and a request for payment of their entrance fee (if any) and their annual subscription.
- b. When an elected candidate has paid their entrance fee (if any) and first annual subscription, they shall be a Member of the Club and shall be deemed to have agreed to be bound by the Rules and Bye-Laws made in accordance therewith and shall be entitled to all the privileges of membership according to the category of their membership and subject to such restrictions as may be provided for in these Rules or any Bye-Laws made thereunder or as may be notified to them by the Honorary Secretary when giving his notice of their election.
- c. The election of any new Member who does not pay their entrance fee (if any) and annual subscription within one calendar month from the date of sending such notice, if they be in the United Kingdom, or within six months if abroad, shall be absolutely void, unless the delay is accounted for to the satisfaction of the Committee and the Committee extend the time for payment.

SUBSCRIPTION

7. a. The entrance fees, subscriptions and card table money shall be determined from time to time by the Committee who may fix different rates for different categories of members and according to such circumstances as they may think fit, provided that, unless authorised by a general meeting of the Club, no change shall be made in the annual subscription or the card table money and no substantial alterations shall be made in the privileges and restrictions attaching to membership so as to take effect earlier than the next subscription year and unless notice of any such change or alterations be placed on the Club notice board not later than the 15th December prior to the subscription year in or in respect of which the same is to come into effect.
- b. The subscription year shall be the 1st January to the 31st December, inclusive.
- c. Candidates elected during the year shall be excused one-half of the annual subscription if elected after 1st July in any year.
- d. All subscriptions after the first (other than those of Temporary Members) shall be payable on the 1st January in each year and shall be paid to the Treasurer or other duly authorised agent.

ARREARS OF SUBSCRIPTION

8. a. If any Member other than a Temporary Member shall fail to pay the Annual Subscription on or before the 7th February next after it has become due, notice will be sent to such Member at his last address given to the Club. If the amount be not paid within 10 days of the posting of such notice they may forthwith be posted in the Club House as a defaulter.
- b. *A defaulter shall be deemed suspended from membership and shall not be allowed admission to the Club premises and shall forfeit all other rights of membership until such subscription is paid.*
- c. If such subscription be not paid before the 31st July following, the Hon. Secretary shall cause their name to be erased from the Club books and they shall thereupon cease to be a Member. But if at any time they shall give to the Committee a satisfactory explanation they may, at the discretion of the Committee and upon payment of arrears, be re-admitted to membership on such terms as the Committee may decide.

PERIOD OF MEMBERSHIP

9. Membership lasts only until the close of the calendar year for which subscription has been paid, but the Committee may continue the Membership thereafter from year to year. Provided that if no notice to the contrary be given by the Committee before the close of any year membership shall be assumed to continue for another year. No reason need be given by the Committee for not continuing the membership. Any such notice shall be in writing signed by the Hon. Secretary or other proper officer duly authorised in that behalf.

SUSPENSION AND EXPULSION

10. If a Member is adjudged bankrupt or makes a composition with their creditors or is convicted of any indictable offence or commits a breach of the Rules, Regulations or Bye-Laws or the Proprieties of Bridge or in the opinion of the Committee causes other Members to complain or to cease using any of the card rooms by offensive, unpleasant or discourteous conduct or by engaging in argument or criticism or does anything by word or deed within or without the Club House which in the opinion of the Committee is injurious to the interests of the Club, the Committee shall have the power to suspend such Member for such time as they may think fit, or to expel such Member. Before a Member is expelled they shall receive at least 7 days notice to enable themselves to attend if they so desire before a meeting of the Committee to defend themselves or justify or explain their conduct or their financial status. At such meeting the Member shall be allowed to offer an explanation of their conduct verbally or in writing and if thereupon two-thirds of the Members present shall vote for his/her expulsion they shall thereupon cease to be a Member of the Club.

RESIGNATION OF MEMBERS

11. Notice of the resignation of any Member must be given in writing to the Secretary. Every such notice, unless otherwise expressed in the notice or provided in the Rules, shall be deemed to take effect from the 1st January next following receipt thereof.

EFFECT OF CEASING TO BE A MEMBER

12. Any person shall, upon ceasing to be a Member of the Club, forfeit all right to claim upon the Club and its property or funds.

COMMITTEE

13. a. The management of the Club (except as otherwise provided by these Rules) shall be deputed to a Committee of not more than six members, who shall be elected at the Annual General Meeting. In addition thereto the Chairman, Vice Chairman, Hon. Treasurer, Hon. Secretary & Trustees will be ex officio members of the committee.
- b. The Committee shall have power to make such Regulations or Bye-Laws not inconsistent with the Rules as they may think necessary or desirable.
- c. The Committee shall call an Extraordinary or Special General Meeting of the Club at such time or times as they shall deem expedient or on any occasion when not fewer than 20 Ordinary Members of the Club shall in writing delivered to the Hon. Secretary request that such a meeting be called. At least seven days' notice of such meeting shall be given to the Members.
- d. If any Committee Member does not attend three successive committee meetings, the Chair is authorised to seek an explanation and if considered appropriate to put a resolution to the next Committee meeting removing the person from post. The Committee Member concerned is entitled to attend the meeting and present their case.
- e. The position of chairman shall have a maximum term of 5 years.

ANNUAL GENERAL MEETING

14. a. The Annual General Meeting of the Club shall be held during the month of February in every year. The Committee shall not later than 31st December determine the date in February and the hour and place in which such meeting shall be held. Notice of such meeting shall be posted on the Club notice board at least 21 clear days prior to the date appointed.
- b. The business of the Annual General Meeting shall be;
 - i. To elect the Chairman
 - ii. To elect the Vice Chairman
 - iii. To elect the Honorary Secretary
 - iv. To elect the Honorary Treasurer
 - v. To elect the Assistant Honorary Secretary
 - vi. To elect a Trustee or Trustees
 - vii. To elect six Members to the Committee. (*SHOULD THERE BE MORE THAN 6 MEMBERS PROPOSED, A BALLOT WILL BE HELD AT THE A.G.M. WITH MEMBERS ON THE FLOOR VOTING FOR THE 6 PLACES AVAILABLE ON THE COMMITTEE.*)
 - viii. To appoint an Auditor or Auditors
 - ix. To receive the report and financial statement of the Committee
 - x. To transact such other business of which 7 days' notice in writing has been given to the Secretary.
- c. The following provisions shall apply in relation to the election at the Annual General Meeting of the Chairman, Vice Chairman, Hon. Secretary, Hon. Treasurer, Hon. Assistant Secretary, Trustees and the other members of the Committee.
 - i. Each nomination for election shall be in writing, signed by a proposer and seconder and delivered to the Honorary Secretary by post or otherwise at least 14 days before the date of the meeting.
 - ii. Each candidate shall inform the Honorary Secretary of his willingness to serve not later than 8 days prior to the meeting.
 - iii. The Honorary Secretary shall cause a list of the candidates together with the names of their respective proposers and seconders to be affixed to the Club notice board not less than 7 days before the meeting.
 - iv. If by reason of neglect or otherwise there be no person qualified under the foregoing provisions in this Rule for election to any office or any insufficiency of persons so qualified for election to the Committee, the meeting may proceed, without regard to any of the foregoing provisions to elect a person not so qualified to the said office or (to the extent needed to remedy any such deficiency) a person or persons not so qualified to the said committee.
 - v. If a Trustee or Trustee shall be elected to the office of Chairman, Vice Chairman, Honorary Secretary, Honorary Treasurer or Honorary Assistant Secretary, the number of members to be elected under the provisions of Clause b(vii) of this Rule shall be increased by one member in respect of each such office so filled by a Trustee.

- vi. All nominations for the position of a trustee must be approved by the committee prior to the AGM.

TRUSTEES

- 15. a. There shall be not more than three Trustees of the Club. The property of the Club (other than cash which shall be under the control of the Treasurer) shall be vested in them to be dealt with by them as the Committee shall from time to time direct by resolution (of which an entry in the minute book shall be conclusive evidence). The Trustees shall be indemnified against risk and expense out of the Club property.
- b. The Trustees first appointed shall be elected by the first General Meeting of the Club and (subject as hereinafter provided) shall hold office for one, two or three years as may be determined by lot by the Chairman presiding at the meeting. Trustees subsequently elected (subject as hereinafter provided) shall hold office for periods of three years expiring at the third Annual General Meeting after their election. A retiring Trustee shall be eligible for re-election.
- c. The Committee may at any time by resolution for any reason which may seem sufficient to a majority of them present and voting at any meeting remove a Trustee.
- d. Where by reason of the death, resignation or removal of a Trustee or Trustees it shall appear necessary to the Committee that a new Trustee or Trustees shall be appointed the Committee shall by resolution nominate the person or persons to be appointed the new Trustee or Trustees who shall hold office for the unexpired period of office of the Trustee or Trustees who have died, resigned or been removed. For the purpose of giving effect to such nomination the Chairman is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and he shall by deed duly appoint the person or persons so nominated by the Committee as the new Trustee or Trustees of the Club and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such deed of appointment shall in favour of a person dealing bona fide and for value with the Club or the Committee be conclusive evidence of the fact so stated.

VACANCIES ON COMMITTEE

- 16. a. The Committee shall have power to appoint a Member to fill any casual vacancy on the Committee until the next Annual General Meeting.
- b. The Bar Committee shall have power to appoint a member elected to the committee at the Annual General Meeting to fill any casual vacancy on the Bar Committee until the next Annual General Meeting.

MEETINGS OF COMMITTEE

- 17. The Committee shall meet at least once in every 2 months to examine the accounts and to arrange the affairs of the Club, 6 Members of the Committee shall form a quorum. Minutes shall be taken of all the proceedings of the Committee and shall be open to the inspection of any Member of the Club applying to the Hon. Secretary therefor.

SUB-COMMITTEES

18. a. At the first meeting of the Committee to be held after the Annual General Meeting the Committee shall proceed to elect the Members of the standing sub-Committee to be known as the Card Committee, the Social, Catering and Bar Committee, the Tournament Committee and the Finance Committee. Immediately following such elections the names of the Members of such Committees shall be published on the Club notice board.
- b. The Committee may from time to time appoint and dismiss such sub-Committees as may be deemed necessary and allocate to them such powers or duties of the Committee as may be deemed expedient. Such sub-Committees shall conduct their business as directed by the Committee.

CARD COMMITTEE

19. The Card Committee shall consist of a Chairman and two other Members. All questions and differences which may arise between Members as to Card Room procedure or the application of the laws and proprieties of Contract Bridge shall be referred to and considered by the Card Committee whose decision shall be binding on the Members concerned. The Card Committee may report on their decisions and as to the circumstances in any case of alleged breach of proprieties and the Committee may consider any such report under the provisions of *Rule 10*.

TOURNAMENT COMMITTEE

20. The Tournament Committee shall consist of a Chairman and two other Members, and shall be responsible for all Duplicate Matches or Competitions held on Club premises. Whenever practicable a Member shall act as Director at each such Duplicate Match or competition and whilst so acting shall be deemed to exercise all the powers of a Director as defined in the Laws of Duplicate Bridge. In the event of any dispute or grave Impropriety arising during the course of any duplicate session the Tournament Committee or any Member thereof may report the facts to the Card Committee for determination under the provisions of Clause 19. The Tournament Committee shall also be responsible for the selection of teams to represent the Club at Duplicate Tournaments or matches.

SOCIAL, CATERING AND BAR COMMITTEE

21. The Social, Catering and Bar Committee shall consist of a Chairman and two other Members of the Club and shall be responsible for
 - i. Catering and supply of refreshments other than intoxicating liquor and other items normally supplied across the bar
 - ii. The organisation of the Christmas party, Club Night and other special Social occasions.
 - iii. the purchase and supply of intoxicating liquor by and for the Club. No person shall at any time be entitled to receive at the expense of the Club (or of any Member thereof) 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 which a person derives indirectly by reason of the supply giving rise to contributing to a general gain from the carrying on of the Club.

FINANCE COMMITTEE

22. The Finance Committee shall consist of the Trustees ex officio and two other Committee Members. The Committee shall be responsible for all matters relating to the provision upkeep, maintenance, improvement of the Club premises and equipment and shall have such other powers as may be delegated to them by the Committee. They shall keep under review the finances of the Club and shall report thereon to each meeting of the Committee.

BORROWING POWERS

23. If at any time the Club in General Meeting shall pass a resolution authorising the Committee to borrow money, the Committee shall thereupon be empowered to borrow for the purposes of the Club such amount of money either at one time or from time to time and at such rate of interest and in such form and manner and upon such security as shall be specified in such resolution and thereupon the Trustees shall at the direction of the Committee make all such dispositions of the Club property or any part thereof and enter into such agreements in relation thereto as the Committee may deem proper for giving security for such loans and interest - SUBJECT TO A LIMIT OF £100 PER MEMBER unless a higher level has been agreed at an AGM or EGM. All Members of the Club, whether voting on such resolution or not, and all persons becoming Members of the Club after the passing of such resolution, shall be deemed to have assented to the same as if they had voted in favour of such a resolution.

FINANCIAL YEAR

24. The financial year of the Club shall end on the 31st day of December in each year, to which day the accounts of the Club shall be balanced.

AUDIT OF ACCOUNTS

25. The accounts shall, as soon as practicable after the end of the financial year, be audited by a professional accountant, who shall be appointed at each Annual General Meeting, or, if recommended by the Committee, two Members of the Club, not being Members of the Committee, shall be elected to serve as auditors for the ensuing year. The auditors shall audit the accounts of the Club not less than 21 days before the Annual General Meeting.

HOURS OF OPENING AND CLOSING BAR

26. The Committee reserves the right to shut off any portion of the Club House at any time to exclude Members therefrom and to close the Club for such time as may be deemed necessary.

The hours during which intoxicating liquors may be supplied in the Club shall be on weekdays between 5.30pm and 11pm and on Sundays between 7pm and 10.30pm or between such other times on weekdays and Sundays as the Committee may decide in conformity with the law and the decisions of the licensing Justices and after notice to the appropriate authorities.

GUESTS

27. Members shall be permitted to introduce Guests and entertain them. The Guests and the Members shall sign their names in the Visitors' Book which shall be kept in the Club for that purpose. A Guest may only be permitted to play 6 times unless the committee grant permission for an extension. No Member shall at any time introduce any Guest who has been rejected as a Member of the Club, or if requested not to do so by a decision of the Committee. A Guest may not remain on Club premises after the Member introducing them has left. A Member is responsible for his Guest's expenses and card table money and for every debt of honour incurred by his Guest on the Club premises.

GAMES

28. a. No gaming other than such as may from time to time be undertaken lawfully shall take place on Club premises. Regulations made by the Committee may lay down the conditions upon which any game may be played in the Club House and may prohibit any games the playing of which would in the opinion of the Committee be injurious to the interests of the Club. Any Member or Members who shall promote or take part in any prohibited or illegal games or gaming whilst on Club premises will be deemed to have committed any offence within the provisions of Clause 10.
- b. Use of Club Rooms for non-bridge purposes
- i. Any renting organisation is reputable and carries insurance for any damage caused to club premises and/or people (theirs, ours or public)
 - ii. the renting of rooms in no circumstances acts to the detriment of existing club members (for example it must never be at a rate less than that paid by members who want to rent a room, the club will set noise and behaviour standards and can terminate any agreement)
 - iii. the committee are responsible for ensuring that any legal, tax, safety and insurance implications of providing a room to other clubs (even if individuals are social members) are met.

STUDENT MEMBERS

29. a. Persons of not less than fourteen years of age and who have not attained the age of eighteen years are eligible for election as Student Members.
- b. The Committee shall from time to time determine the maximum number of Student Members to be admitted under this Rule and may from time to time make regulations applicable to Student Members so that the requirements of law relating to the Club are at all times observed.

- c. Student Members shall not at the Club House play at Rubber Bridge (or any other game) for stakes or be present in any room where there is playing for stakes nor use any gaming machine – purchase, or consume any intoxicating liquor.
- d. Student Members shall not be entitled to hold any office, to vote at General Meetings or to introduce guests. On attaining the age of eighteen years a Student Member shall be entitled to continue as an Ordinary Member until the end of the subscription year.

MEMBERS' ADDRESSES

- 30. Every Member of the Club shall from time to time communicate to the Secretary his address or that of his banker or agent, and all notices posted to such address shall be considered as having been duly given on the day following the date of posting.

INTERPRETATION OF RULES

- 31. The Committee shall be the sole authority for the interpretation of these rules and of the regulations made from time to time by the Committee. The decision of the Committee upon any question of interpretation or upon any matter affecting the Club and not provided for by these Rules or by the Regulations shall be final and binding on the Members.

AMENDMENT TO RULES

- 32. These rules may be added to, repealed or amended by resolution at any Annual or Special General Meeting, provided that no such resolution shall be deemed to have been passed unless it is carried by a majority of at least two-thirds of the Members voting thereon.