

CARLTON CLUB
279 BURY OLD ROAD
PRESTWICH
Telephone 07709296164

RULE BOOK

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www.carltonclubprestwich.co.uk

CARLTON CLUB PRESTWICH
279 BURY OLD ROAD, PRESTWICH

1. The Club shall be called 'CARLTON CLUB'.
2. The objects of the Club shall be to promote a mutual, intellectual and social intercourse between its members and to promote the games of Billiards, Cards, Dominoes or any other recreations as may be approved by the Committee.
3. The officers of the Club shall be the President, Vice President, Treasurer and Secretary. The President, Vice President, Treasurer and Secretary shall be elected annually at the Annual General Meeting.
4. The management of the Club shall be in the hands of a Committee consisting of the officers of the Club and 12 ordinary members, three members retiring annually by rotation. Retiring members shall be eligible for re-election. There shall be three Trustees of the Club who shall be ex-officio members of the Committee. The first Trustees shall be appointed by the Committee and any property which may be acquired for the purposes 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 expenses by the Club members. The Trustees shall hold office until death or resignation or until removed from office by a resolution of the Committee who may, for any reason which may seem sufficient to a majority of them present and voting at any meeting, remove any Trustee or Trustees from the office of Trustee. If by reason of any such death, resignation or removal it shall appear necessary to the Committee that a new Trustee or Trustees shall be appointed, or if the Committee shall deem it expedient to appoint an additional Trustee or additional Trustees, the Committee shall by resolution nominate the person or persons to be appointed the new Trustee or Trustees. For the purpose of giving effect to such nomination the President of the Club for the time being 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 favour a person dealing bona fide and for value with the Club or the Committee by conclusive evidence of the fact so stated.

5. Nominations for the officers and ordinary members of the Committee, together with the names of proposer and seconder shall be delivered in writing to the Secretary and shall be posted on the notice board at least 14 days before the Annual General Meeting.
6. The Committee shall have the power, in addition to powers conferred on it elsewhere in these rules:-
 - (a) To carry out the objects of the Club.
 - (b) To elect members of the Club.
 - (c) To interpret and enforce the Rules of the Club, and settle all disputes.
 - (d) To make and enforce such bye-laws and regulations (not contravening these rules) as it may from time to time deem expedient. Such bye-laws to be posted on the Club premises.
 - (e) To enlist by co-option, for any special purpose, the services of any members who are not members of the Committee.
 - (f) To decide any questions not covered by these Rules and generally to direct and control the affairs of the club.
 - (g) To fill any vacancies occurring in officers and Committee members.
 - (h) To confer, at its discretion, Honorary Life Membership of the Club on any person.
 - (i) If at the 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 a 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 discretion of the Committee make all such depositions 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. All members of the Club 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 resolution.

7. No person shall be eligible for any office or member of any Committee, who has not been a member for at least 12 months. No person who has not been a member for at least 12 months shall be eligible to propose or second any person for membership of the Club, or any office or membership of any Committee.

8. The rate of subscription shall be determined by the members at an Annual General Meeting or Special Meeting provided that such notice has been given in accordance with Rule 24 of the Club. The rate for wives and lady friends of members known as Associate Members shall be a proportion of the members rate and determined at an Annual General Meeting or Special Meeting. Associate members may opt to pay the full rate of subscription and become Ordinary rather than Associate Members. Ordinary and Associate Members attaining the age of 63 shall pay a proportion of the respective rates determined at an Annual General Meeting or Special Meeting. The organiser(s) of line dancing classes, or similar recurring events, may apply for 'Group Membership'. The rate of subscription being the Associate Members' rate. This class of membership limits access to the Club of members of the group involved to the pre arranged day of the class / event.

Associate and Group Members shall have no voting rights and are not entitled to attend Special or Annual General Meetings. Group Members may enjoy full use of Club facilities on the pre arranged date, Associate members may enjoy this at all times. Individuals included in / covered by the Group Membership category may themselves apply to become Ordinary or Associate members in their own right in order to use the Club facilities at all times

9. (a) Any person above 18 years of age desirous of becoming a member must be proposed and seconded by two existing members who have been members for 12 months and able from their personal knowledge to vouch for the candidates respectability and fitness to be a member. Both proposer and seconder shall sign the nomination form as well as the candidate. Applications for membership shall be balloted for by the Committee, and two black balls shall disqualify. No applicant who is rejected for membership may re-apply for membership until the expiration of at least 12 months.

(b) Where a person wishing to become a Member/Associate Member of the Club does not have a proposer or seconder or a valid proposer or seconder they shall, provided that after the appropriate period of their application being posted on the notice board and no objections being received, be interviewed by a sub-group of the Committee. Should the sub-group be satisfied that the applicant would make an appropriate Member/Associate Member their application shall be approved.

10. The name and address of each candidate and the names of their proposer and seconder shall be posted on the Club notice board at least 14 days before the day on which their name is to be submitted for membership.

11. Any person who is of the opinion that any candidate so proposed would not be a desirable member shall report the fact to the Secretary. The Committee shall have power to accept, reject or defer any application for membership. No person who shall have been expelled from the Club shall ever again be proposed as a member unless the special consent of the Committee has been obtained to their being so proposed.
12. No person shall be entitled to use the Club until they have received the Secretary's notification of their election to the Club together with a copy of these Rules.
13. The subscription of members shall commence on the 1st January of each year.
14. Any member, being two months in arrears with their subscription shall at the discretion of the Committee forfeit their membership. Any such member forfeiting their membership shall, upon rejoining the (then) current year, pay a rejoining fee equal to the yearly subscription applicable to them.
15. Members only shall be permitted to introduce guests and not more than four in number on any one occasion. The same guest or guests shall not be admitted more than once in 13 weeks unless such a person resides more than 10 miles from the Club premises. No person whose membership has ceased or been suspended under the rules of the Club shall be admitted as guests. The member shall pay such fee for each guest as determined by the Committee. There may be admitted to the registered premises of the Club persons other than members and their guests. Intoxicating liquor may be supplied to them by or on behalf of the Club for the consumption on the premises and not elsewhere.

Such persons shall be as follows

- (a) Players, officials and supporters of visiting teams and other match officials in accordance with pre-arranged fixtures lists.

(b) Persons attending pre-arranged events which have the approval of the Committee, providing such approval is recorded in the minutes of a meeting held at least seven days before the event. The number of such events shall be limited to a maximum of 12 per year. The names of these persons shall be recorded in the visitors book.

16. No member shall take away from the Club any newspaper, pamphlet, book or other articles provided for the use of members.
- 17 A book shall be kept for the purpose of recording the names of visitors to the Club.
18. The Committee shall meet not less than once a month for the transaction of business and five shall form a quorum.
19. The Committee may expel, or suspend, from the Club any member whose conduct shall by the votes recorded by ballot of not less than three quarters of the members present and voting, at a meeting specially convened for that purpose, be deemed to be injurious to the well-being of the Club. Such member shall receive at least seven days notice of the date, time and place of the meeting, and be informed of the charge against them, and that they may attend to explain or justify their conduct. Any person so expelled shall remain liable for any subscription due and unpaid at the time of their expulsion.
20. There shall be an Annual General Meeting of the Club on or before the 31st May in each year. The purpose of the meeting shall be for the election of officers and members of the Committee, and the presentation of accounts and reports from the officers. At least 14 days notice shall be given of the date and starting time of the meeting, and requesting nominations for vacancies on the Committee. Nominations must be received at least seven days before the date set for the meeting. Motions for the agenda with a proposer and seconder must be received in writing at least seven days before the meeting. Amendments to motions may be received at any time including during the meeting.

Copies of the Balance Sheet must be available at least seven days before the date set for the meeting.

21. At all General Meetings of the Club the President and, in his absence, a member selected by the Committee, shall take the Chair. Every member present and entitled to vote shall have one vote upon every motion and, in the case of equality of vote, the Chairman shall have a second casting vote. Voting at General Meetings shall be by a show of hands or in such manner as the Chairman may direct. The quorum for any General Meeting shall be 20 members entitled to vote.
22. A member two months in arrears with his subscription shall not be entitled to vote at any meeting of the members, nor be eligible for election to any office, to nominate or second any candidate for office or membership of the Club, or to sign a requisition calling a meeting of the members.
23. Special General Meetings of the Club shall be called by the Secretary when directed by the Committee, or on receipt of a requisition signed by 20 members, stating the object for which the meeting is to be called. At least seven day's notice of every such meeting, specifying the business proposed to be transacted, shall be given by the Secretary to every member of the Club, and no other business shall be transacted at such meeting.
24. Any rule may be repealed or amended by resolution at an Annual General Meeting or Special Meeting provided that no such resolution shall be deemed to have been passed unless it has received a majority of at least two-thirds of the members present and entitled to vote, and not unless the proposed new rule or alteration of any present rule shall have been posted in the Club for at least seven days previous to the day of the meeting.
25. The Club shall be open as shown on the 'Bar Opening Hours' notice on the Club notice board.
26. The Clubs Licensing hours are shown on the 'Club Premises Certificate', a copy of which is on the Club notice board.

27. No payment for excisable articles shall be received from any person being introduced as a guest of any Club member. If any person shall make such payment they shall be forthwith expelled from the Club and the member introducing such person shall be liable to be expelled from membership of the Club. The officers are required to make an immediate report to the Secretary of any breach or attempted breach of this rule.
28. Any officer of the Club, member of the Committee or Steward, shall have the power to cause to be excluded from the Club at once any member guilty of improper conduct, such as using bad language, noisy or riotous behaviour, or in any way interfering with the harmony of the Club, and such officer, member of the Committee or Steward shall report the matter to the Committee at their next meeting.
29. Complaints in connection with the Club must be put into writing and be signed by the complainant and forwarded to the Secretary for submission and consideration by the Committee whose decision shall be final.
30. No dog shall be allowed in the Club with the exception of guide dogs for the blind.
31. No member being a relative related by consanguinity or by marriage to any paid member of the staff of the Carlton Club shall hold any office as detailed in Rule 3 or serve on the Committee as defined in Rule 4 or be co-opted to serve as defined in Rule 6(e).
32. A motion for the dissolution of the Club shall be put to a Special General Meeting, 28 day's notice of which shall be given by the Secretary, in writing to all members. At such a meeting the motion shall not be deemed to have been passed unless it is carried by a majority of at least three-quarters of the members present and entitled to vote. Should a motion of dissolution be carried a further Special General Meeting shall be held, following the realisation of the assets of the Club, to decide how these assets shall be disposed of. No resolution at this meeting shall be deemed to have been passed unless it is carried by a majority of two thirds of the members voting thereon.

33. There shall be a Junior Membership of the Club. The children of Members/Associate Members aged between 12 and 17 years shall be eligible to have the use of the Club facilities on Sunday, Monday, Tuesday and Wednesday evening between 7.00pm (7.30pm on Sundays) and 9.00pm and Sunday afternoons between 12.30pm and 3.30pm. Junior Members must be accompanied by a Member/Associate Member at all times. In addition, children of members/Associate Members under the age of 12 years may be brought into the Ballroom on Sunday afternoons, provided that the Ballroom has not been hired, between the hours of 12.30pm and 3.30pm. Such children shall not be permitted to remain in any other Upper Ground Floor areas other than the Ballroom and must be accompanied by a Member/Associate Member at all times.

Subscription Rates

Membership Category	Subscription (per annum)	Benefits
Full membership	£7.00*	<ul style="list-style-type: none"> • Use of Club facilities when open • Voting rights at Annual General Meeting • Right to join Committee • Right to propose or second new members – <i>after 12 months membership have elapsed</i>
Associate membership – being partner, etc of full member	£3.00*	<ul style="list-style-type: none"> • Use of Club facilities when open • No Voting rights at Annual General Meeting • No Right to join Committee • No right to propose or second new members
Junior Membership – must be accompanied by parent / guardian	£1.00	<ul style="list-style-type: none"> • Use of Club facilities during times specified

*50% reduction for over 63s. Renewal of Subscriptions due on 1st January each year.

Are you a member of another local Club? Yes / No

If 'Yes' please provide name of Club(s)

What is your reason for wishing to join the Carlton Club? Tick any that apply.

Reason	Tick (✓)
Snooker	
Table Tennis	
Darts/ Cards/ Chess	
General socialising / having a drink	

How did you find out about the Carlton Club? Tick the one that most applies.

I know an existing member	
Word of mouth	
Just passing, called in on spec.	
Your website / social media	

Applicant's signature..... Date

Below For Club use only.

Date to notice board..... Paid Y/N (£.....) Date of Election / rejection