

# TRURO CITY BOWLING CLUB

## CONSTITUTION & RULES 2026

### 1. Name of the Club

1.1 The Club shall be known as Truro City Bowling Club (“the Club”). Under this name the Club shall hold property, enter competitions, conduct financial affairs, and undertake all activities associated with its purpose.

1.2 The Club is a Community Amateur Sports Club (CASC). No surplus income or assets shall be distributed to members; all funds shall be reinvested into the Club in furtherance of its objects.

### 2. Objects of the Club

2.1 To establish, promote, encourage, and regulate the sports of outdoor level green bowls and short-mat bowls, and to foster skill, sportsmanship, fellowship, and community participation.

2.2 To provide, maintain and improve greens, buildings, pavilions, equipment, and social facilities required for sporting and social functions.

2.3 To organize internal competitions and events and to enter or host county, divisional, national, or friendly matches as deemed appropriate by the Executive Committee.

2.4 To encourage participation in bowls through coaching, open sessions, youth initiatives, disability inclusion, and community engagement, in accordance with Bowls England and Bowls Cornwall standards.

2.5 To conduct all Club activities in compliance with relevant legislation and the rules, byelaws, and directives of Bowls England, including safeguarding, equality, health and safety and anti-doping regulations.

### 3. Membership

3.1 Membership is open to all persons who support the Objects of the Club and agree to abide by these Rules, without discrimination on any protected characteristic.

#### 3.2 Categories of Membership

Life Members – Individuals who have rendered exceptional or distinguished service to the Club. They enjoy all rights and privileges of full membership without payment of annual subscriptions.

Full Playing Members – Entitled to participate fully in all playing and social activities, vote at meetings, and stand for office.

Short-Mat Members – Participate primarily in short-mat bowls; may use social facilities but may not vote or hold office.

Student Members – Individuals in full-time education up to age 20; may play bowls but may not vote or hold office.

Social Members – May use the clubhouse and attend social functions but may not vote or hold office.

Corporate Members – Businesses or organisations whose employees may use Club facilities under AGM-determined terms. Corporate Members may not vote, hold office, or play in league fixtures, and no more than eight may use the green concurrently.

### 3.3 Life Membership

3.3.1 Life Membership may be granted following recommendations by the Executive Committee and approval by simple majority vote at an Annual General Meeting.

## 4. Application for Membership

4.1 Applications must be submitted in writing on the prescribed form and supported by two members acting as proposer and seconder.

4.2 Applications shall be displayed on the Club noticeboard for at least seven clear days before consideration. Any objections must be submitted in writing to the Honorary Secretary within this period.

4.3 Applications may be approved by the Honorary Secretary and Chairman, by the Membership Secretary and Chairman, or by the Executive Committee. Membership may be refused or removed only for good cause, including conduct detrimental to the Club or the sport.

4.4 Any person refused membership or removed from membership has the right to appeal to a General Meeting.

## 5. Break in Membership

5.1 A break in membership occurs when membership has ceased for at least one full season through resignation, non-payment, or expulsion.

5.2 Persons reapplying after a break in membership shall be treated as new applicants and shall pay the full joining fee then in force.

## 6. Limitation of Membership

6.1 The Executive Committee may limit the number of members in any category where necessary to protect the quality of play, the capacity of the green or the safe management of the Club.

## 7. Subscriptions and Fees

7.1 Joining fees shall be determined annually at the Annual General Meeting.

7.2 Annual subscriptions are due on 1 January and must be paid no later than 31 January.

7.3 Members wishing to resign must notify the Honorary Secretary or Membership Secretary in writing before 1 April.

7.4 Members whose subscriptions remain unpaid after written notice shall lose all rights and privileges until payment is made.

7.5 Visitor fees shall be determined annually at the Annual General Meeting.

## 8. Officers of the Club

8.1 The Officers of the Club are the President, Chairman, Vice-Chairman, Honorary Secretary and Honorary Treasurer.

8.2 Officers are elected annually by simple majority at the Annual General Meeting.

8.3 The President and Chairman shall not serve more than three consecutive years unless extended by AGM approval.

8.4 Nominations must be submitted on the official list displayed by 1 September, with the nominee's consent and a proposer and seconder.

## 9. Ladies' Section Meeting

9.1 Held not less than seven days before the AGM to elect the Ladies' Officers and the Ladies' Selection Committee.

## 10. Men's Section Meeting

10.1 Held not less than seven days before the AGM to elect the Men's Captain and Vice-Captain. The Match Secretary shall be appointed at the Annual General Meeting.

10.2 Team Captains and a Selection Committee shall be elected. The Competitions Committee shall be appointed at the first meeting of the Executive Committee in accordance with Rule 17.3.

10.3 The elected male members of the Executive Committee together with the Men's Vice-Captain shall form the Men's Committee for the ensuing year.

## 11. Annual General Meeting (AGM)

11.1 The AGM shall be held as soon as practicable after the outdoor playing season and before any Divisional AGMs.

11.2 Business of the AGM includes:

Receipt of reports and audited accounts

Election of Officers

Election of the Executive Committee

Election of the Membership Secretary

Determination of the Club Captain (Ladies' or Men's)  
Election of assistants to the Secretary and Treasurer  
Fixing of subscriptions, joining fees and visitor charges  
Appointment of Auditors  
Any other relevant business

11.3 No more than fifteen months shall elapse between AGMs.

## 12. Special General Meetings

12.1 May be convened by order of the Executive Committee.

12.2 Must be convened upon written requisition by at least twelve members.

12.3 Notice must specify the business to be transacted.

12.4 Only specified business may be transacted.

## 13. Quorums

General Meeting: 20

Executive Committee / Ladies' Section Meeting: 10

Men's Section Committee: 7

Men's Section Meeting: 15

Ladies' Section Committee: 4

Sub-Committee Meetings: 3

## 14. Notice of Meetings

14.1 Notice of any General Meeting shall be displayed on Club premises and circulated electronically or by post at least ten days prior.

14.2 Notice must specify the date, time, venue, and business.

## 15. Presiding Officer

15.1 The Chairman presides at all General and Executive Committee Meetings.

15.2 In the Chairman's absence, the Vice-Chairman presides; otherwise, a member elected by those present.

15.3 The Presiding Officer has a casting vote in the event of a tie.

## 16. Balloting

16.1 Where nominations exceed vacancies, elections shall be determined by secret ballot.

## 17. Executive Committee

17.1 The Executive Committee comprises:

Chairman

Vice-Chairman

Honorary Secretary

Honorary Treasurer

Membership Secretary

Match Secretary

Ladies' Section Secretary

Men's Captain

Ladies' Captain

Ten members, including men's team captains.

17.2 The Executive Committee is responsible for the management of the Club, including contracts, staffing, byelaws, property, and enforcement of Rules.

17.3 The Executive Committee may appoint sub-committees and shall appoint the Competitions Committee at its first meeting.

17.4 The Executive Committee may co-opt additional members as required.

## 18. Meetings of the Executive Committee

18.1 Meetings shall be held as required, with the first meeting within ten days of the AGM.

## 19. Disciplinary Procedure

19.1 Complaints must be submitted in writing to the Chairman.

19.2 If a prima facie case exists, the matter is referred to the Disciplinary Committee.

19.3 The accused member shall be notified in writing and offered three possible hearing dates within 28 days.

19.4 The accused may be accompanied by a friend or representative.

## 20. Disciplinary Committee

20.1 Three people appointed by the governing body, none of whom shall have prior involvement.

20.2 One member shall act as Chairman.

20.3 Conflicts of interest must be declared.

## 21. Decision and Appeal

21.1 Decisions shall be communicated in writing within fourteen days.

21.2 Appeals may be made to the County Association within fourteen days of notification.

## 22. Insurance

22.1 The Club is covered by Employer's and Civil Liability Insurance.

22.2 Members are responsible for ensuring personal effects.

22.3 No member may carry out work on behalf of the Club unless authorised.

## 23. Safeguarding

The Club endorses Bowls England's safeguarding policies for children and vulnerable adults.

## 24. Anti-Doping

The Club adheres to Bowls England's anti-doping regulations. The list of prohibited substances is displayed in the Clubhouse.

## 25. Health and Safety

25.1 A safe environment is essential. Concerns must be reported to the Secretary or a Committee member.

25.2 All accidents must be recorded in the Accident Book.

## 26. Honorary Secretary's Duties

Responsible for administration, records, minutes, membership register and issuing copies of the Rules.

## 27. Honorary Treasurer's Duties

Responsible for subscriptions, accounts, payments and presenting audited accounts to the AGM.

## 28. Auditors

Auditors are appointed annually at the AGM.

## 29. Protection of the Green

Play may be stopped to prevent damage.

Only players may be on the green.

No items detrimental to play may be placed on the green.

Dogs permitted only under proper control.

## 30. Dress Code

Players must wear whites or greys as stipulated, or coloured tops approved by the Executive Committee.  
Footwear must have plain soles without heels.

## 31. Hours of Play and Opening

Determined by the Executive Committee.

## 32. Introduction of Visitors

Visitors may play if rinks are available, except:

Former members who left without reasonable excuse

Applicants refused membership (except due to capacity limits)

Suspended or expelled former members

Players suspended by Bowls England

## 33. Rules of Play

33.1 Matches shall be played in accordance with the Laws of the Game as approved by Bowls England.

33.2 Members must comply with Bowls England Rules as a condition of affiliation.

33.3 Rinks must be vacated at the start of afternoon and evening sessions unless mutually agreed.

33.4 Informal play is open to Full Playing Members only; Social Members and Short-Mat Members have no entitlement to play. Up to eight players per rink.

33.5 Matters not covered shall be determined by the Executive Committee.

#### 34. Alteration of Rules

34.1 Alterations may only be made at an AGM or Special General Meeting.

34.2 At least ten days' notice must be given, including the proposed change.

34.3 Changes require a two-thirds majority.

#### 35. Trustees

35.1 The freehold of the land is held by Trustees under the Trust Deed dated 8 May 1994.

35.2 The Executive Committee may appoint new Trustees as required.

#### 36. Intoxicating Liquor

36.1 No person may receive commission or benefit from the purchase or supply of intoxicating liquor by the Club.

36.2 A Sub-Committee of at least five Executive Committee members shall control purchase and supply.

36.3 Members leaving the Executive Committee automatically cease to serve on this Sub-Committee.

#### 37. Admission of Non-Members

37.1 Includes visiting clubs affiliated to Bowls England and persons attending representative matches.

37.2 Intoxicating liquor may be supplied to such persons for consumption on the premises only.

#### 38. Use of Property and Funds

38.1 Club assets may not be used for private benefit except as reasonably allowed by these Rules.

38.2 All surplus income or profits shall be reinvested in the Club.

#### 39. Dissolution

39.1 A resolution to dissolve the Club must first be passed at a General Meeting.

39.2 A Special General Meeting must then be held not less than one month later.

39.3 If approved by two-thirds of Full Members present, assets shall be realised and liabilities discharged.

39.4 Remaining assets shall be transferred to another CASC, a registered charity or the sport's governing body.

#### Adoption and Signatures

This Constitution & Rules 2026 was approved and adopted by resolution of the members at a duly convened General Meeting of Truro City Bowling Club.

Date of Adoption: \_\_26 March 2026

Signed on behalf of the Club

Chairman

Name: \_\_Clive Grose

Date: \_\_26 March 2026

Honorary Secretary

Name: \_\_Clinton Sealy

Date: \_\_26 March 2026

Honorary Treasurer

Name: \_\_John Lambie

Date: \_\_26 March 2026

Honorary Club Rules

Name: \_\_Dave Harvey

Date: \_\_26 March 2026