



RULES of the

TESTON CLUB

Revised April 1992

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1 NAME OF SOCIETY.

The Society is a Working Mens Club. It shall be called TESTON CLUB,

2 OBJECT OF SOCIETY.

The Object of the Society shall be to provide for its Members the means for Social Intercourse, Mutual Helpfulness, Mental and Moral Improvement, and Rational Recreation.

3 APPLICATION OF FUNDS .

(a) All Monies received on account of subscriptions, donations or otherwise shall be applied in carrying out the Objects of the Society and in paying the expenses of management according to the Rules thereof.

(b) Any Officer misapplying the funds of the Society shall repay the same and be excluded without prejudice to their liability to prosecution for such misapplication.

4 INVESTMENT OF FUNDS

So much of the funds of the Society that may not be required for immediate use shall, with the consent of the Management Committee, or a majority of the Members of the Society, be invested by the Trustees of the Society in any of the following ways namely:

In a Post Office Savings Bank.

In any Savings Bank certified under the 1963 Act.

In the Public Fund.

Or any other investment agreed by the Management Committee and Trustees.

5 MEMBERSHIP

(a) Admission of Members. A candidate for election must be proposed and seconded by two financial members, able from personal knowledge to vouch for their respectability and fitness to be a member. The applicant must complete and sign an application form and this seconder of the applicant. The completed application will be posted on the notice board for at least 14 days before the application is reviewed by the Management Committee. The application form will include the applicants concurrence with, and adherence to, the purposes of the Society.

An entrance fee, to include the first years subscription, must be paid by the applicant on nomination; the fees being those in operation at that time and posted on the Annual Subscription Notice. The election shall be by the Management Committee, and no candidate shall be elected who is under 16 years of age. Applicants between 16 and 18 years of age must be proposed by their parent or guardian who shall be responsible for the applicants behaviour whilst using the Society.

Persons may not be admitted to membership, or be admitted as candidates for membership to any of the privileges of membership without an interval of at least two days between their nomination, or application, for membership and their admission; nor may any persons becoming members without prior nomination or application be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.

(b) Members of Clubs affiliated to the Kent Association of Working Mens Clubs and Institutes shall, when visiting the Society, have the same facilities as elected Members on production of proof of such current Membership.

(c) The subscription shall be that in operation at the time posted on the Annual Subscription Notice, and must be paid by January 31st each year.

(d) The Secretary shall keep a list of names and addresses of Members. The names of those persons who cease to be Members shall be erased from this list and no person whose name is not on the list shall have any right as a Member.

(e) Any Member using improper language or misconducting themselves in any way shall be suspended or expelled from Membership as the Management Committee shall decide.

(f) No Member shall be admitted on any account whilst under the influence of intoxicating liquors, and if they gain admission shall be immediately expelled.

(g) Members shall be responsible for any wilful damage they may cause to the Society's premises, or any property belonging to the Society.

(h) Country Members shall be those Members of at least 16 years of age permanently in residence outside the County of Kent. The subscription shall be that in operation at the time posted on the Annual Subscription Notice, payable by January 31st each year.

6 MEMBERS AND GUESTS .

Any Member may personally introduce friends as visitors but no person shall be introduced as a visitor more than 13 times in one Quarter, and no Member may introduce more than two friends at any one time. The visitor and Member introducing the visitor shall complete in full the visitors book kept for this purpose. Members introducing visitors shall pay a Guest Fee as displayed on the Annual Subscription Notice for each visitor introduced. Members must accompany visitors introduced by them during the period of their stay in the Club and ensure that their visitors comply with all Club Rules.

7 HOURS OF OPENING

Recreation Room.

The Recreation Room shall be open for the use of Members each day from 10:00am until 1:00am. The Management Committee reserve the right to close the Recreation Room within such hours when thought necessary. Children under the age of 16 shall not be permitted in the Recreation Room at any time except on specific occasions when permitted by the Management Committee.

The hours for supply of intoxicating liquors to Members are:-

Monday to Saturday	7:00pm to 11:00pm
Sunday	7:00pm to 10.30pm

Additionally the following lunchtimes:-

Saturday	11:30am to 3:00pm
Sunday	12.00 noon to 3:00pm

and any such extensions as may be granted by the Licensing Justices. Members and Visitors under the age of 18 must not be permitted to purchase or consume intoxicating liquors. The Management Committee reserve the right to close the Bar within permitted hours when thought necessary.

Lounge.

The Lounge shall be open for the use of Members each day from 10:00am to 1:00am. Children up to the age of 14 may be permitted in the Lounge but only when accompanied and fully supervised by a

Member. All Children under 14 years of age must be off Club premises by 9:30pm. The Management Committee reserve the right to restrict access to the Lounge at such times as thought necessary.

8 **MEETINGS**

(a) The Annual General Meeting of the Society shall be held before the end of February each year.

(b) A Special General Meeting shall be called by the Secretary in the following cases:-

Upon direction of the Management Committee.
On a requisition signed by 10 (TEN) Members.

Notice of any General Meeting and the Object for which it is called shall be posted by the Secretary in the Club at least 14 days prior to the date of the Meeting.

(c) Quorum. A Special General Meeting shall proceed to business if 20 (TWENTY) Members in addition to the Chairman are present within a quarter of an hour after the time fixed for the meeting, otherwise the meeting, if a Special General Meeting convened on the requisition of Members shall be dissolved. If convened by order of the management Committee it shall stand adjourned to the week following at the same time, and the meeting so adjourned may proceed to business whatever the number of members present. No meeting shall become incompetent to transact business from the want of a quorum arising after the Chair has been taken.

(d) Adjournment. Any such meeting, duly constituted, may adjourn to such time as the Members present direct, and may continue any such adjournment from time to time. No business shall be brought on at any adjourned meeting which could not have been transacted at the original meeting.

(e) Rescinding Resolutions. No resolution passed by a General or Special General Meeting, or by the Management Committee, shall be rescinded unless notice has been given at a previous General or Committee Meeting, as the case may be.

9. **OFFICERS.**

(a) Officers. The Society shall have the following Officers:

A President, Vice Presidents, Chairman, Treasurer, Secretary and two Trustees, who with the exception of the Trustees shall be elected annually.

(b) Management. The Society and Premises shall be managed by a Committee of Management called the Committee, consisting of the Secretary, Treasurer, Chairman, Trustees and eight elected Members. Five to form a Quorum.

(c) Election of Committee. No candidate shall be eligible for election unless they are a Member of at least six months standing, and are proposed and seconded by two Members who shall themselves sign the Nomination Paper. The election shall be by ballot. Members shall serve two years, four members retiring each year.

(d) Trustees. There shall be two Trustees of the Society, who shall continue in Office during the pleasure of the Society, and be removable by resolution of a summoned Meeting thereof. In the event of any Trustee dying, resigning or being removed from office, another shall be elected at a General Meeting of the Society to fill the vacancy. If any Trustee, being removed from their Office, refuse or neglect to assign or transfer any property of the Society at a summoned Meeting may direct such Trustee shall be expelled, and cease to have any claim on the Society without prejudice to any liability or prosecution.

(e) Treasurer. The Treasurer shall take charge of the funds of the Society and pay all demands when ordered to do so by the Society, or by the Management Committee, or by the Secretary for the time being. The Treasurer shall not pay any money without first being ordered to do so by the Secretary. All cheques to be signed by two of the following three Officers; Chairman, Treasurer and Secretary.

The Treasurer shall give up all books, deeds, documents, moneys and property of the Society when required to do so by resolution of the Society, or the Management Committee.

(f) Secretary. The Secretary shall attend all Meetings of the Society and of the Management Committee and the Secretary shall record correctly all the names of the Officers, Members of the Committee, Trustees and other Members there present, and the Minutes of the proceedings which will be authenticated by the President or Chairman as the Proceedings of the Meeting. The Secretary shall hand over all moneys received to the Treasurer. The Secretary shall give up all books, documents and property belonging to the Society when ordered to do so by resolution of the Management Committee. The Secretary shall summon all Meetings of the Society, and of the Management Committee, and keep accounts, documents, and papers of the Society in such manner for such purposes as the Committee may appoint. The Secretary shall on all occasions, act under the superintendence, control and direction of the Committee.

(g) Committee of Management. The Committee shall meet on the first Wednesday of each month at 7:45pm, or on such other days and hours as may be convenient. The Chairman, elected annually at its first meeting, or Vice Chairman, shall preside. Any five shall form a Quorum, and shall have full power to superintend and conduct the business of the Society according to the Rules thereof, and shall in all things act for and in the name of the Society, and all facts and orders under the powers delegated to them shall have like force and effect as acts and orders of the Society at any General Meeting. Every question at such meeting shall be decided by a majority of votes; and if the votes are equal the Chairman shall have a casting vote in addition to his own as a member.

(h) Retirement, Vacation or Cessation of Membership. Any Member not attending Management Committee Meetings for three consecutive months shall, unless an explanation the Committee consider satisfactory is sent, cease to be a Member of the Committee. Any Member who shall cease to be a financial member, or who is suspended, or who shall cease Membership of the Club for any reason, shall vacate their seat on the Committee. The senior part of the Committee, which shall mean those members who were elected before the date of the last election, shall retire each year, but shall be eligible for re-selection. Any Members selected to fill a vacancy shall retire with the senior part of the Management Committee

10 AUDIT

The Management Committee shall every year submit the accounts together with a General Statement of the same and all necessary vouchers up to the end of December, for audit by the Auditors appointed by the Management Committee, showing the receipts and expenditure, funds and effects of the Society, and shall verify the same as being found by them to be correct, duly vouched, and in accordance with the law.

11 BYE-LAWS

The Management Committee shall have the power from time to time to make such Bye-laws as it may consider necessary or proper for regulating the opening and closing of the Premises, and for the conduct of Members and their admission; the conduct of visitors, and as to refreshments and the playing of games, and generally for the good government and order of the Society, and from time to time vary and rescind any such Bye-laws. No Byelaw shall be made which is inconsistent with the Rules of the Society or contrary to Law. A copy of all Bye-laws for the time being shall be kept hanging in a conspicuous place in the Club.

12 **COPY OF RULES**

Every member on election shall be supplied with a copy of the Rules at such charge as the Management Committee may determine from time to time. A copy of the Rules shall be kept hanging in a conspicuous place in the Club.

13 **AMENDMENT OF RULES**

No new Rule shall be made, nor any of the Rules herein contained or hereafter to be made shall be amended or rescinded unless with the consent of a majority of the Members present at General Meeting specially called for that purpose.

14 **LATEST AMENDMENT OF RULES.**

These Rules were last amended at a Special General Meeting called for that purpose on Wednesday, April 2nd 1992.



RULES of the

TESTON
CLUB

Established

1st January 1894

Printed and Published by

Bon Playford Club Secretary

May 2003