



**Constitution, Regulations and Standing Orders  
of  
Ipswich Sports Club**

(The Rules of the Constitution can only be changed at a Club general meeting. The Regulations and Standing Orders can be modified by Council as required and ratified by the Club at the next general meeting)

## **CONSTITUTION**

**(as approved and adopted by Members at the Annual General Meeting held on Wednesday, 11 June 2014 and amended at an Extraordinary General Meeting held on 25 February 2016 and at Annual General Meetings held on 30 June 2016 and 15 June 2017 )**

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### **1 NAME**

The name of the Club shall be Ipswich Sports Club.

### **2 MAIN PURPOSE**

The main purpose of the Club is to provide facilities for and to promote participation in the amateur sports of tennis, squash and racketball, hockey and such other eligible activities as the Club shall from time to time adopt in Ipswich and the surrounding areas. The Club shall promote the best interests of each activity consistent with the general interests of the Club and its members and maintaining the Club's status as a Community Amateur Sports Club. The Club aims to develop and maintain a coaching infrastructure which encourages participation in sport by new members of all ages and helps existing members achieve their ambitions.

### **3 MEMBERSHIP & SUBSCRIPTIONS**

- 3.1 Membership of the Club shall be open to anyone interested in sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of a particular sport. The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating. The Club Council may refuse membership, or remove it, only for good cause as conduct or character likely to bring the club or sport into disrepute. New members shall be admitted to membership of the Club upon completion of a membership application form unless to do so would be regarded as contrary to the best interests of the Club's sports and other activities or the good conduct and interests of the Club and subject to payment of the relevant membership subscription tariff. Membership categories comprise Playing Members (ie Adult Members, Junior Members, Temporary Members, Life Members, Honorary Members), Social Members and such other category or categories of membership as the Council may decide from time to time.
- 3.2 The Council may elect Honorary Members on such terms and conditions as it may from time to time decide.
- 3.3 The Council shall have power to limit the number of members of the Club.

- 3.4 All playing members shall, upon payment of the relevant membership subscription and any applicable match or playing fees, be entitled, subject to these rules, to enjoy the sporting and other facilities, amenities and privileges of membership of the Club. After payment of any prescribed lump sum, Life Members shall not be required to pay the membership subscription.
- 3.5 The Council may also allow members to pay a reduced or nominal membership subscription in such special circumstances as the Council may determine.
- 3.6 Social Members are entitled to use the general social facilities, amenities and privileges of the Club but not the sporting facilities of the Club or participate in any sporting event promoted or organised by the Club without additional payment.
- 3.7 Junior Members are members who are under the age of 18 when their subscription is due.
- 3.8 Temporary Members may be admitted to the Club for a maximum period of 3 months (or such longer period as the Council may exceptionally agree) in any period of 12 months and may participate in all activities of the Club, subject to these rules.
- 3.9 Members may introduce bona fide guests to the Club premises. Members are responsible for the behaviour of their guests at all times. Guests may take part in sports at specified times on payment of the relevant guest fee which is payable in advance.
- 3.10 Use of the Clubhouse and amenities of the Club including the purchase or consumption of intoxicating liquor shall only be permitted for the following categories of visitor during the day of his or her visit only:
  - 3.10.1 guests introduced by members in accordance with paragraph 3.9
  - 3.10.2 guests introduced by members at social functions
  - 3.10.3 members of a team visiting the Club for matches or other sporting activities
  - 3.10.4 a visiting member of the LTA using the tennis facilities, or who has used the tennis facilities during the day of their visit.
- 3.11 Membership subscriptions shall be reviewed at least annually by the Council. The Council is empowered to cancel the membership of members whose membership subscription or any part thereof or any other match or playing fees are more than one month overdue.
- 3.12 Any member wishing to withdraw his or her membership must signify the same in writing to the Membership Administrator. Members ceasing to belong to the Club either by resignation or otherwise shall not be entitled to any of the benefits of membership or any refund of subscription, unless having paid an annual subscription on joining a member takes advantage of a 14 day cooling off period and gives due written notice when a full refund shall be given.
- 3.13 If the conduct of a member, whether on Club premises or otherwise, shall in the opinion of the Council be injurious to the character of the Club a majority of two-thirds of the Council actually present at a Council meeting shall be empowered at once to invite such member to resign within twenty eight days and suspend him or her from the use of the Club pending such resignation. If the member shall not resign within twenty eight days a special Council meeting consisting of not less than two thirds of Council members shall be convened to consider the question of expelling the member from the Club. The member proposed to be expelled shall be entitled to attend such meeting. After hearing any submission by such member the Council shall proceed by ballot to decide whether the member shall be expelled from the Club. If not less than two thirds of the Council members present vote in favour of expulsion, the member shall be considered expelled and shall be so informed by recorded delivery letter. A member resigning or being expelled in accordance with this rule shall be ineligible for re-admission to the Club for a period of ten years except at the discretion and upon such terms as the Council may determine.

## 4 GOVERNANCE

- 4.1 The Annual General Meeting (AGM) is open to all members and must be held annually.
- 4.2 At least twenty eight day's notice of all general meetings, specifying the date, place and time of the meeting and the business to be transacted shall be given. All general meetings shall be advertised on Club notice boards and web site and notice will be sent as provided for in rule 13 to every member entitled to receive such notice. Junior Members and Temporary Members shall not be entitled to receive notice of, nor vote, at general meetings.
- 4.3 The AGM of the Club shall be held at the Clubhouse not later than June 30 in each year for the following purposes:
- (i) to receive the Chairman's report of the activities of the Club during the previous year
  - (ii) to receive the Club's financial statements for the preceding financial year
  - (iii) to receive an explanation of the budget adopted by the Council for the current financial year and a mid term financial report
  - (iv) to elect the President, the Officers of the Club (namely the Chairman, Vice Chairman, Secretary, and Treasurer) and other members of the Council (except chairmen of principal sports section committees), and to appoint the Auditors for the ensuing year
  - (v) to consider any resolutions which may have been submitted to the Secretary in accordance with Rule 4.8
  - (vi) to deal with any other ordinary business acceptable to the Chairman of the meeting or put forward by the Council
- 4.4 The President of the Club shall be elected from the membership at the AGM each year and shall be an ex-officio member of the Council. Honorary Vice Presidents of the Club shall be elected at an AGM and will be entitled to full Club Membership. Honorary Vice Presidents are not required to submit themselves for re-election each year, nor to pay any membership subscription.
- 4.5 The Chairman, Vice Chairman, Secretary and Treasurer shall retire at each AGM and shall be eligible for re-election. Ordinary Council members must offer themselves for re-election after three years. All members of Council shall be eligible for re-election provided they have not served for the six previous years. Any members ineligible under this rule shall be eligible for election after one year.
- 4.6 The election of Officers and ordinary members of Council, other than chairmen of principal Sports or other Section Committees, shall take place at the AGM. Except in the case of retiring members, nominations duly proposed and seconded shall be sent to the Secretary in writing 21 days before the meeting. The nominations shall be posted in the Clubhouse not less than 14 days before the AGM.
- 4.7 In the event of insufficient nominations having been received in advance to fill all vacancies on the Council, nominations may be made at the AGM but only after the retiring members eligible for re-election and those nominated in accordance with rule 4.6 have been duly elected.
- 4.8 The Council may also convene an Extraordinary General Meeting (EGM) of the members at its discretion to consider urgent or important matters affecting the Club and shall be bound to do so on receiving a request signed by not less than 10% or 100 (whichever is the lower) of members entitled to vote (see rule 13).
- 4.9 Any Member wishing to place a resolution before a general meeting must give notice in writing to the Secretary at least 21 days before the date of the general meeting. A copy of

such resolution shall be posted in the Clubhouse following receipt.

- 4.10 At all general meetings only members entitled to vote (as defined in rule 13.2) may vote. At an AGM 20 members entitled to vote and who are present shall form a quorum. At an EGM, 10% or 100 whichever is the lower of members entitled to vote shall form a quorum (unless the meeting has been called by the Council to consider either a matter under rule 8.4 or one or more resolutions in relation to the incorporation of the Club and/or it becoming a charitable body when 50 members entitled to vote and present shall form a quorum in respect of any such Council supported resolutions(s), but not otherwise).
- 4.11 General meetings shall be chaired by the President or, at his/her request, the Chairman or Vice Chairman of the Council or other Officer, them failing, any member of the Council present. In the absence of all these persons a member will be nominated by the meeting to take the chair.
- 4.12 These rules may be altered by resolution at a general meeting provided that the resolution shall not be passed unless a majority of least two thirds of members present and entitled to vote vote in favour. All other resolutions and proposals which require the decision of any general meeting shall be decided by a majority vote. Voting shall be by a show of hands unless a ballot is called for. Every member (except the chairman of the meeting) present and entitled to vote shall have one vote on every motion and in case of equality of votes the chairman of the meeting shall have a casting vote. Voting by proxy shall not be allowed.
- 4.13 The Council may on any given question decide to hold a postal referendum of the members of the Club entitled to vote at general meetings. The referendum shall be determined by reference to votes cast and returned to the Club within the period (not being less than a month) indicated in the referendum notice and the decision of the referendum shall be binding upon the Club provided that a majority from not less than one third of the members entitled to vote voted in favour.
- 4.13 The government of the Club between Annual General Meetings shall be vested in the Council. Any powers that are conferred on the Council by these rules may be delegated by the Council to such person or committee by such means, to such extent, in relation to such matters and on such terms and conditions as the Council thinks fit. The Council may revoke any delegation or alter its terms and conditions.

## **5 TRUSTEES and ASSETS**

- 5.1 The Executive Committee (referred to in rule 6.5) shall be the Managing Trustees of the Club and authorised to manage the club and administer the assets of the Club in accordance with resolutions passed by the Council.
- 5.2 Any freehold or leasehold property of the Club may be used as security for loans to the Club upon such terms and conditions as the Managing Trustees shall decide.
- 5.3 The Managing Trustees shall have power to invest the assets of the Club in such investments as the Council shall from time to time think fit. Any assets which are only capable of being held in the name of one individual person may be held by such person upon such terms as the Managing Trustees shall agree.
- 5.4 The Club may appoint a Custodian Trustee for the purposes of holding assets of the Club.
- 5.5 The Club may, if the Council deems it desirable or necessary, establish a trading subsidiary of the club. The Executive Committee shall be the first directors of any trading subsidiary so established.
- 5.6 Any two Managing Trustees are authorised to execute any document on behalf of the Club giving effect to transactions to which the Club is a party and binding the Club to such arrangements.

## 6 MANAGEMENT

- 6.1 The Council shall consist of the President, Chairman, Vice Chairman, Secretary, Treasurer, General Manager and one Section Chairman for each principal sport or other activity together with not more than two other members of the Club elected to the Council. Six members of the Council present shall form a quorum. The Council may from time to time fill any casual vacancies in its body by co-opting additional members in their place. Any member chosen to fill a vacancy on the Council shall retain office until the next AGM.
- 6.2 The Council shall be responsible for the management of the Club and shall appoint such committees and paid staff as may be necessary from time to time.
- 6.3 The Vice Chairman may deputise for the Chairman if he/she is unavailable to perform any normal Club duty.
- 6.4 The Council may appoint a General Manager who will be responsible for day to day operational management of the Club and implementation of the Council's policy.
- 6.5 At its first meeting after the AGM the Council shall elect from its own members an Executive Committee to act on its behalf between Council Meetings. The Executive Committee shall consist of the Chairman, Vice Chairman, Secretary, Treasurer, General Manager and up to one other member of the Council. The Treasurer, and such other person/s as Council may nominate will form the Finance Committee.
- 6.6 The Council shall meet at least 4 times a year.
- 6.7 The Chairman, Vice Chairman, Secretary and Treasurer shall have the right but not the obligation to attend meetings of the principal Sports Section Committees referred to in rule 7 and any other committees established from time to time by the Council.
- 6.8 The Council may from time to time delegate authority to such committees.
- 6.9 The Chairmen of the sports or other Section Committees shall, subject to the approval of Council, be appointed from within these Sections in accordance with rule 7.
- 6.10 The Council may from time to time fill any casual vacancy in its body. Any member chosen to fill a vacancy on the Council shall retain office until the next AGM.
- 6.11 Minutes shall be taken of all proceedings of the Council or any Sports or other Section Committee as laid down from time to time by the Council. The minutes of the Council shall be open to inspection by any member and available for members to read save for any part which the Council has deemed 'confidential' and the minutes of any Sports or other Section Committee shall likewise be open to inspection or to be read by any member.
- 6.12 Between Council meetings, the day to day government of the Club will be vested in the Executive Committee on the understanding that ordinarily all matters of real significance affecting the Club will be referred to the Council for decision, or ratification if an urgent interim decision is called for. When considering any matter, any member of the Executive Committee can require that matter to be referred to a Council meeting for discussion and decision.
- 6.13 If an item arises for discussion or decision at any meeting of the Council, Executive Committee or Finance Committee in which any member has a financial conflict of interest that member shall immediately declare that interest and shall not take part in any decision or vote thereon.
- 6.14 The members of the Council, the Managing Trustees and the Custodian Trustees shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities properly incurred by them acting as trustees for or in the management of the affairs of the Club (but only to the extent of its assets).

## **7 SPORTS AND OTHER SECTIONS**

Each sport or other activity of the Club, recognised by the Council, shall be entitled to elect its own Section Committee to manage its sports or other activity section. Such Section Committees shall adopt their own rules for the appointment of officers (including the appointment of a chairman) which must conform with the general rules of the Club and be approved by a resolution of the Council. Such rules will become appendices to the Club Rules. The appointment of a chairman will become effective once approved by the Council.

## **8 FINANCE**

- 8.1 All surplus income or profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties.
- 8.2 The Council shall arrange for proper accounts to be kept recording all transactions made on behalf of the Club. These accounts will be maintained under the direction of the Treasurer.
- 8.3 If at any time the Council shall pass a resolution authorising the Managing Trustees to borrow money, the Managing Trustees shall thereupon be empowered to borrow on behalf of the Club for the purposes of the Club such amount of money either at one time or by instalments 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.
- 8.4 Any new sums intended to be borrowed exceeding £100,000 must first be approved by the members in general meeting before any Council resolution can be passed. Similarly, any proposed sale, purchase, lease or mortgage or pledge of land, or any like transaction of any other property of the Club with a value in excess of £100,000 must first be approved by the members in general meeting.
- 8.5 The Council shall arrange for the accounts of the Club to be audited annually by the Club's Auditors. A report and abstract of the accounts of the Club for the previous year, certified by the Auditors and signed by the Chairman and Treasurer, shall be printed and circulated to each member with the notice convening the AGM.
- 8.6 The Club's financial year runs from January 1. By October 1, the Executive Committee will agree the Budget Planning targets with the Treasurer. The Treasurer will present, on behalf of the Finance Committee, budgets for the following year to the Council at or before its December meeting.
- 8.7 The Council shall authorise two or more people to sign cheques drawn on the Club's bank accounts or otherwise authorise payments via the electronic banking systems of the Club's bankers.

## **9 PREMISES**

- 9.1 The Council shall arrange for the Club premises and grounds to be available for its sports and other activities and shall provide facilities and equipment from Club funds as may be necessary from time to time. The Council, Executive Committee and Sports or other Section Committees may also issue Codes of Conduct for the use of the premises with which all members must comply. Members shall at all times exercise due care and respect for the premises and all fixtures and equipment.
- 9.2 The hours and conditions for the supply of intoxicating liquor in the Club shall be fixed from time to time by the Council and shall be in accordance with the Licensing Acts. From time to time the Council may make application for an extension of Licensing hours for social events.

## **10 TENNIS ONLY**

10.1 Defined terms relating to this part (rule 10) of the Constitution only.

10.1.1 In these rules, unless the context requires otherwise:

‘Disciplinary Code’ means the the disciplinary code of the LTA in force from time to time.

‘LTA’ means LTA CLG and its subsidiaries or such successor entity or entities as become(s) the governing body of the game of lawn tennis from time to time.

‘Tennis Member’ means a member of the Ipswich Sports Club (the Club) who is a member of the Council, a member of the Tennis Committee, a member who plays tennis at the Club, a member who is a tennis coach or a member who otherwise assists in the playing or organisation of tennis at the Club.

‘Rules’ means the rules of the LTA as in force from time to time.

### **10.2 Conditions of membership**

10.2.1 Each Tennis Member agrees as a condition of membership:

- (A) to be bound by and subject to these rules (as in force from time to time)
- (B) to be bound by and subject to the Rules and the Disciplinary Code

10.2.2 Rule 10.2.1 confers a benefit on the LTA and, subject to the remaining provisions of this rule, is intended to be enforceable by the LTA by virtue of the Contracts (Rights of Third Parties) Act 1999. For the avoidance of doubt, the Tennis Members do not intend that any term of these rules, apart from rule 10.2.1, should be enforceable, by virtue of the Contracts (Rights of Third Parties) Act 1999, by any person who is not a party to this agreement.

10.2.3 The Council may terminate the membership of any person, or impose any other sanction they determine to be appropriate, in connection with the breach of any condition of membership set out in this rule.

### **10.3 The Council**

The Club agrees that each member of the Council will be required, as a condition of election or appointment, to agree to be bound by and subject to these rules, the Rules and the Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Parties) Act 1999 applies and that the LTA and the Club can enforce any breach at its option and in its sole discretion.

### **10.4 Coaches and players**

The Club agrees that all unlicensed and unregistered coaches (if any) and, so far as is reasonably practicable, players and other persons using the tennis related facilities of the Club will be required, as a condition of such use, to agree to be bound by and subject to these rules, the Rules and the Disciplinary Code, such agreement to contain an express acknowledgement that the Contracts (Rights of Third Parties) Act 1999 applies and that the LTA and the Club can enforce any breach at its option and in its sole discretion.

## **11 DISSOLUTION**

11.1 If at any general meeting a resolution for the dissolution of the Club is passed by a majority of the members present and at an extraordinary general meeting held not less than six weeks later (of which not less than four weeks’ written notice has been given to each member) and at which not less than 10% or 100 whichever is the lower of members entitled to vote are present that resolution is confirmed by a resolution passed by a majority of not less than three quarters of the members entitled to vote upon such resolution the provisions of rule 11.2 shall

apply. For the purpose of such vote, voting by proxy shall be permitted and rule 4.11 shall be amended accordingly.

11.2 Upon any resolution being carried in accordance with the provisions of rule 11.1, the Council shall immediately or with effect from such date as may be specified in the resolution, proceed to realise the property and assets of the Club.

11.3 Upon dissolution of the Club any remaining assets shall be given or transferred by the Council towards one or more of the following bodies as the Council may determine (but not otherwise) namely:

- a. another registered community amateur sports club
- b. a registered charity and/or
- c. the national governing body, or bodies, within Great Britain for the sports of tennis, squash and hockey

for use by them in related community sports.

## **12 KNOWLEDGE OF RULES**

12.1 These rules and the following regulations and standing orders shall be printed and a copy of them including any amendments made from time to time shall be available to members in the Clubhouse and on the Club's website. Ignorance of any item does not excuse members from the obligation to observe them.

12.2 These rules can only be changed by resolution passed at a general meeting with the requisite majority. The Council has the power to make and revise the following regulations and standing orders as it considers necessary for the management and well being of the Club provided that they shall not prejudice the Club's status as a Community Amateur Sports Club. Such amended regulations and standing orders shall be valid and effective until the next Annual General Meeting when they must be ratified or the amendments shall lapse.

12.3 Any question as to the proper interpretation of any rule, regulation or standing order shall be referred to the Council whose decision shall be final.

12.4 Any matter arising which is not addressed by these rules, regulations and standing orders shall be determined by the Executive Committee or Council whose decision shall be final.

## **13 NOTICES AND INTERPRETATION**

13.1 The Club can send, make available or supply any notice, ballot paper, accounts, document, or other information by personal delivery, by posting it to the intended recipient's usual address, by sending it or supplying it in electronic form to an address notified by the intended recipient to the Club or by making it available on the Club website and notifying the intended recipient of its availability in accordance with this rule. It is the responsibility of members to notify the Club of any change of email or postal address. A general communication to members shall not be ineffective for the purposes of these rules if due to the accidental failure to give notice to any person entitled to notice, or the accidental omission of any details in any such notice and such omission/s shall not invalidate the proceedings of any relevant Club meeting.

13.2 In these rules and the subsequent regulations and standing orders:

words denoting the singular number include the plural number and vice versa; words denoting the masculine gender include the feminine gender; and words denoting persons include bodies corporate (however incorporated) and unincorporated, including unincorporated associations of persons and partnerships

'member entitled to vote' shall mean any member other than a Junior Member or a Temporary Member or a member who has only been a member of the Club for less than 12 months immediately prior to the date of any notice under rule 4.1, the date of the relevant general meeting or the deadline for returns in a postal referendum (as the case may be).

#### Appendix

Sample Sports Committee Rules (none yet drafted)

## **Regulations and Standing Orders of Ipswich Sports Club**

**(as approved by the Club Council 13<sup>th</sup> May 2014 and ratified by the Members on 11<sup>th</sup> June 2014)**

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### **1 Operation of the Club**

- 1.1 The General Manager is responsible for the day to day operation of the Club and may formally delegate where appropriate, in particular
- the safety of the premises for members, staff and visitors in accordance with any relevant legislation
  - the maintenance of the premises including outside areas
  - the stocking of the bar
  - the employment contracts of employees whether directly employed by the Club or self-employed. The management and implementation of such contracts including taxation matters where appropriate.
  - the relationship with on-site suppliers, eg retailers, sports academies
  - co-ordinate the activities of the principal sports with the Sports Chairmen
  - ensure that on at least one period of not less than 24 hours each year, possibly Christmas Day, the entrances to the Club ground/s are closed to avoid the unintentional creation of a public right of way

### **2 Employees & Self Employed Personnel**

- 2.1 Every employee will have a contract of employment which will set out their obligations to the Club, their remuneration, the contractual period and termination process, and have an agreed review process and timetable.
- 2.2 All employees must be appropriately qualified for their position
- 2.3 Self-employed personnel are responsible for their own tax affairs and must hold public liability insurance to the value of £2,000,000.
- 2.4 Self-employed personnel may employ additional staff and will be solely responsible for their management.
- 2.5 Self-employed personnel may not represent themselves as being employed by the Club or representing the Club (except when playing for a Club team).

### **3. On-site Suppliers**

- 3.1 The Club will typically have two types of on-site suppliers; retailers, ie sports shop, hairdresser, physiotherapist; and service providers, ie sports academies.
- 3.2 Retailers will have a contract with the Club, owned by the Club Manager, setting out the business of the retailer, their obligations to the Club including any necessary insurance provision.

- 3.3 Retailers' contracts will state the value of the rent, the period of the contract and the termination procedures.
- 3.4 Service providers, eg academies may be used by self-employed staff to deliver the full range of their contractual obligation to the Club.
- 3.5 The legal and financial framework of the service provider is solely the responsibility of its management and must have no implications for the Club's legal and financial framework beyond the contractual obligations between the Club and the service provider's manager.
- 3.6 The service provider is responsible for the health and safety of its staff.
- 3.7 Unless otherwise agreed in writing by the Council the service provider must not claim to represent the Club, but in all its publicity must refer to the Club, ie "The JK Academy at Ipswich Sports Club".

#### **4. Sports and other Sections**

- 4.1 Sports and other Section Chairmen must submit written reports for consideration at every Council meeting and meet with the Executive Committee at least twice a year.
- 4.2 The playing fees of each sport or activity shall be decided from time to time by the Council in consultation with the relevant Committee.
- 4.3 No visitor shall play or use sports facilities more than 6 times in any 12 months period.

#### **5 Premises**

- 5.1 The General Manager may issue notices and guidance to members concerning the use of premises and the operation of the Club. No notice of any kind other than official Club notices shall be put up in the Club without authority being obtained from the General Manager.
- 5.2 The Club accepts no responsibility for articles of value left in the Club premises or elsewhere by members, guests or others.
- 5.3 The hours and conditions for the supply of Intoxicating liquor in the Club shall be fixed from time to time by the Council and shall be in accordance with the Licensing Acts. From time to time the Council may make application for an extension of Licensing hours for social events.
- 5.4 Members under 14 years of age are not permitted in the Bar area unless accompanied by their parents or a responsible adult. Unaccompanied Members and guests under 14 years of age should use the games room adjacent to the Bar for post-sporting activities. Members and guests under the age of 18 are not permitted to have supplied to them intoxicating liquor or to consume intoxicating liquor on Club premises.
- 5.5 No dogs other than Guide dogs are allowed on the Club premises or grounds.
- 5.6 Members must use the proper entrances and exits to the Club premises and grounds. No other opening may be used without prior agreement in writing obtained from the Club Manager.
- 5.7 To ensure that no public right of way is inadvertently created
- 5.6 Smoking is not permitted in the Clubhouse or any other indoor area or sporting area.

#### **6 Dress**

- 6.1 Members using the Clubhouse and Bar are expected to dress in an appropriate manner, giving due consideration to other members.
- 6.2 Players must at all times wear recognised clothing and suitable footwear as prescribed by each Sports Section Committee for their respective areas of activity.

## **7 Complaints**

All complaints shall be made in writing to the General Manager for reference initially to the Executive Committee. If necessary they will be dealt with by the Council whose decision will be final. In no circumstances shall any employee of the Club be reprimanded directly by any member.