

WOODSTOCK SOCIAL CLUB
44 Oxford Street
Woodstock Oxon OX20 1TT

RULES

OBJECTS

1. The objects of the Club is to promote good fellowship, entertainment, social intercourse for the benefit of its members and to provide a place where suitable refreshments and amenities are available.

That only club members be able to play for the Club in outside competitions/leagues.

CONSTITUTION

2. The Club is a members Club.

The Club premises shall be at the above address.

Membership of the Club shall be open to persons of both sexes of the age of eighteen and upwards.

Every Member of the Club shall be subject to these rules and by-laws for the time being in force entitled to use and enjoy in common with other Members of the Club, the Club premises and the things therein, but shall not by reason of his membership be under any financial liability except for his or her annual subscriptions.

MANAGEMENT

3. The affairs and general management of the Club except in those matters reserved under the Rules for the Club in General Meeting shall be managed by a General Committee.

The General Committee shall exercise the power given to it by these Rules and shall consist of eleven members of the Club including the Honorary Treasurer and the Honorary Secretary and nine others all of whom shall have been elected in accordance with Rule 4. The General Committee shall elect one of their Members to be Chairperson.

The General Committee shall meet at least once in every quarter and the Honorary Secretary will post a notice of such meetings on the Club notice board for at least one week before each such meeting.

Should a matter arise for discussion or decision by the General Committee that puts a Member or Members in a position of conflict of interest, the Member or Members should absent themselves from the discussion and any subsequent decision.

The Hon. Treasurer and the Bar Manager shall have financial delegation at levels agreed by the General Committee in order to ensure efficient operation of the Club. Should a financial Commitment exceed the agreed delegation of the Hon. Treasurer, then agreement should be sought from the General Committee or, exceptionally, The Chair and the Hon. Secretary. In the case of the Bar Manager, commitments in excess of the delegated amount should be passed to the Hon. Treasurer.

ELECTIONS

4. The Honorary Treasurer and the Honorary Secretary and nine other Members of the General Committee shall be elected each year, the General Committee ballot to be held in April and the Honorary Treasurer and the Honorary Secretary shall be elected by ballot of members at the Annual General Meeting who after elections as aforesaid shall respectively remain in office until they shall die or resign or until they are replaced by a newly elected Honorary Secretary or newly elected Honorary Treasurer who shall have been respectively elected by ballot in accordance with this rule. The Honorary Treasurer and the Honorary Secretary are appointed Officers of the Club and should serve as executive members of the General Committee and shall have voting rights at General Committee meetings. Other Members of the General Committee shall be elected in April by Members and will serve for a period of three years. One third of the Committee (excluding the Honorary Treasurer and the Honorary Secretary) are to be elected annually. Twenty one days before such elections the Honorary Secretary shall post in the Club a list of retiring Members of the General Committee and blank nomination sheets on which any two members may propose and second any Member to serve on the General Committee. Such nominations may be made up to and including the seventh day prior to that on which the ballot is to be held. The ballot shall be held on not less than two consecutive days to be fixed by the General Committee and shall remain open during not less than three hours on the evening of such days. That the Chair of the General Committee shall automatically fulfil the roll of Chair of any sub-committees throughout his/her term of office.

Any casual vacancy arising in the members of the General Committee or in the office of Honorary Treasurer or Honorary Secretary shall be filled by co-opting a member who sought election on to the General Committee on the same terms as the last April ballot. Any person filling such casual vacancy (other than the office of Honorary Treasurer or Honorary Secretary) shall be treated as elected in accordance with Rule 4 hereof for the remaining period of office of the retiring member whose retirement or death caused the vacancy. Any person filling a casual vacancy in the office of Honorary Treasurer or Honorary Secretary shall be duly elected until the next Annual General Meeting.

4A. That since all Committee Members have been elected to represent the Woodstock Social Club that they should make every effort to attend all Committee meetings and further;

- a) That any Committee Member who attends without just cause less than 50% of all Committee Meetings in any one year should forfeit the right to be a Committee Member and will automatically be disqualified from office.
- b) That any Committee member who misses three consecutive meetings without just cause should also forfeit their right to remain as elected representatives.
- c) That when a member resigns from office held (unless there are extraordinary circumstance) that member should not be accepted to stand for any elected office again for at least three years.

MEMBERSHIP

5A. No person may become a member unless he/she shall have first made application to and been accepted by the General Committee, except for those members who are covered by Rule 5B and Rule 10.

An entrance fee to be determined by the General Committee shall be payable upon the acceptance of any new member. Every application for membership shall be in

writing and shall be signed by the person making the same and proposed and seconded by two other Members and countersigned by a Committee Member. No application for membership shall be accepted by the General Committee unless an interval of at least four days shall have elapsed between the date on which such application was made and the date of acceptance thereof by the General Committee. The name and address of any person applying for election must, for not less than three days before election, be prominently displayed on the Club premises. The General Committee may refuse to accept any application and need not give a reason for doing so. No persons whose application for membership is rejected shall be nominated again until the expiration of three months of such rejection.

MEMBERSHIP- TEMPORARY

5B. A visitor to the district, introduced by and vouched for by a member, may be elected as a Temporary Member for a period of not more than one month. A fee to be determined by the General Committee shall be payable on receipt of a Temporary Membership Card.

Temporary members shall not be entitled to vote or take part in the management of the Club.

MEMBERSHIP –CHILDREN OF MEMBERS

5C. Members children shall be admitted to the Club providing they are at all times accompanied by a member who will be held responsible for their supervision and behaviour. Also that they are kept within the designated area(s) decided by the Committee. Members Children are excluded from the uncarpeted area around the bar and from the dance floor on Band Nights. Members children aged between 15 and 18 years old may, on application to the General Committee be elected as Junior Members of the Club subject conditions and restrictions of the use of the Club facilities as may from time to time be decided by the General Committee. The fee for Junior Membership shall be decided by the General Committee.

MEMBERSHIP- EMPLOYEES OF THE CLUB

5D. Full time employees of the Club shall not be members of the Club. At the discretion of the General Committee employees and their children may be granted use of the Club facilities subject to the rules of the Club.

SUBSCRIPTIONS

6. The annual subscriptions for members (i.e. husband and wives are separate members) of the Club elected under Rule 5A and concessions for Senior Citizens and Junior Members shall be as from time to time be determined by the General Committee and approved by the Club Annual General Meeting. All subscriptions shall be due on 1st January in every year.

Any Member who has not paid his/her subscription 28 days after it has become due shall be considered in arrears .

Any member that has not paid within 28 days thereafter shall cease to be a Member.

TERMINATION OF MEMBERSHIP

7. The General Committee shall have the power to reprimand, suspend (for a period of not exceeding 12 months). or expel any Member who shall infringe any rule or by-law, or whose conduct, whether within the Club premises or elsewhere, shall in their opinion render him/her unfit for Membership.

Any Member or former Member who has been expelled or who will cease to be a Member due to non payment of subscriptions shall not be permitted to make use of the Club as a guest, and any Member who has been suspended shall not be permitted to make use of the Club as a guest during the period of his/her suspension.

Before any Member or Members are disciplined under Rule 7 the General Committee shall implement the following procedure;

- a) Advise the Member or Members in writing exactly what it is their behaviour which is complained of.
- b) The Member/s concerned must be given at least two weeks notice of the complaint before a meeting is held which will investigate it.
- c) The Member/s concerned must be given a fair chance to explain their version of events and has a right to attend the hearing.
- d) The Member/s concerned may be allowed representation should they feel they need it, or are entitled to be accompanied by a friend or relative to act as observer.
- e) The Member/s concerned should be judged fairly and impartially. A person involved in the case as a witness who is personally involved or has some personal interest in the outcome of the case should not be present or sitting in judgment of the case.

VISITORS

8. Subject to any restrictions which may from time to time be imposed by the General Committee, persons visiting the Club as Members of a visiting team for the purposes of participating in games or other activities shall be entitled to admission to the Club premises and to purchase intoxicating liquor for consumption on the premises providing their names be entered in the visitors book.

GUESTS

9. Members may introduce and entertain friends at the Club, but guests should be restricted to three per member. Both Members and friends must sign the visitors book kept for that purpose and the guest pay a fee as determined by the committee from time to time at a committee meeting.

The Member introducing the guest shall accompany him/her and shall be responsible for their guests strictly observing the Club Rules.

Guests living locally shall not be allowed in the Club more than five times in any one month.

The General Committee may suspend any Member who takes undue advantage of this privilege to the detriment of the Club.

HONORARY MEMBERS

10. Honorary Members may from time to time be elected at a General Meeting on the recommendation of the General Committee, provided the notice of the proposal to elect any Honorary Member be posted in the Club from seven days prior to the

election. Provided further that the total Honorary Members and their spouses, who shall be Associate Members, should not total more than 15% of ordinary Members of the Club. Honorary Members shall have full voting rights.

ANNUAL GENERAL MEETING

11. The Annual General Meeting of the Club shall be held in the last three months of the calendar year (Oct, Nov or Dec) in each year on a day decided by the General Committee and fifteen months must not elapse without an Annual General Meeting.

The business transacted at the Annual General Meeting shall include the presentation of the accounts, the election of President and Vice-President and the presentation of the Honorary Secretary's report for the past year and such other business as may be submitted by the General Committee or any motion to be proposed by a member of which at least seven days notice has been given to the Honorary Secretary in writing.

That an Extraordinary General Meeting can be called by not less than 20% of the Members, as well as eleven members of the General Committee. Notice of any General Meeting shall be given at least ten clear days in advance by the publication of a notice on the Club Notice Board.

The quorum for any General Meeting shall be 25 members.

If at the time appointed the quorum is not present, the meeting shall stand adjourned for fifteen minutes and if there are not then sufficient Members present the meeting shall be adjourned for one week.

The Chair shall be taken by the President, or in his absence by the Chairperson of the General Committee, if none of these officers is present a temporary Chairperson shall be elected from the Members present.

Each Member elected under Rule 5A and present at the Annual General Meeting shall have one vote, and in the event of a tie I voting, the Chairperson of such Meeting will have the casting vote. There shall be no voting by proxy.

CLUB PRESIDENT

11A. **TERM OF OFFICE**-That the Club President shall be appointed at the Annual General Meeting to serve for life.

ROLES AND DUTIES None. The position shall merely be an honorary one .

VICE PRESIDENT

11B **TERM OF OFFICE** That the Club Vice President shall be elected at the Clubs Annual General Meeting to serve for life or until they retire or are removed by a vote at an AGM..

ROLES AND DUTIES . That the role and duties of the Club Vice President shall be to act as the chair of the club at the Annual General Meetings.

Apply his/her knowledge and experience to advising and helping the Committee on Club issues.

Represent the Club at functions.

Meet regularly with the Officers (Honorary Treasurer and the Honorary Secretary) on a formal basis.

Act as arbitrator in the event of any complaints regarding the actions of Committee Members or Officers of the Club that cannot be resolved by the General Committee.

GAMBLING

12. Gambling on the Clubs premises in accordance with the law.

OPENING HOURS

13. The Club shall be opened and closed at such hours as may from time to time be fixed by the General Committee and posted in the Club, but shall remain open in the evening no later than half an hour after the permitted hour of the bar closing.

INTOXICATING LIQUORS

14. The permitted hours shall be such as may from time to time be determined by the General Committee in accordance with the provisions of the Licensing Act 1964 and as notified by the Magistrates Clerk.

14A. The supply to the Club of intoxicating liquor, non-intoxicating drinks and other items shall be under the sole control of the General Committee who shall arrange the purchase thereof on behalf of the Club and for the supply thereof to Members at prices to be fixed by the General Committee. The General Committee shall keep an account of all purchases and receipts and shall at every Annual General Meeting present a report and financial statement for the preceding year.

14B. Alcoholic liquor cannot be supplied for consumption off the premises except to a Member in person.

14C. Alcoholic liquor cannot be supplied to persons under eighteen years of age.

LETTING

15. The General Committee may let any part of the Club to any reputable body for meetings etc., and may supply intoxicating liquor to any person attending such meetings in accordance with Rule 8. The General Committee may also let the hall to Members for Weddings etc .and supply intoxicating liquor to all guests according to Rule 8.

The letting of the Club premises must not interfere with normal Club activities.

BYE-LAWS

16. The General Committee shall have power to from time to time to make such bye-laws as they deem necessary for the conduct of its own proceedings and for the government of the Club and to appoint and dismiss any paid official or employee of the Club.

DISPUTES

17 Any disputes arising out of, or not covered by these rules shall be referred to the General Committee whose decision shall be final.

REVOCAION OF RULES

18. These Rules or any of them may be added to, repealed, amended or replaced by resolution at any General Meeting, provided that no such resolution shall be deemed to have been passed unless carried by a majority of not less than three quarters of the total Members present and voting at such a meeting. Fourteen days

clear notice must be given in writing to the Honorary Secretary for Rules to be amended, repealed or replaced at any General Meeting.

TRUSTEES

19a. There shall be no more than five trustees who shall be appointed at a General Meeting and shall continue as Trustees until they shall respectively die or resign or be removed by a resolution of a General Meeting.

b. Any property purchased by the Club shall be vested in the Trustees as Joint Tenants.

c. The Trustees may deal with the properties so vested in them by way of sale, mortgage, charge, lease, or otherwise howsoever as directed by the Club. Such direction shall be given by resolution of the Members of the Club passed by the majority of the Members present at a duly convened General Meeting of the Club and when passed in due favour of a Purchaser, Mortgage, Chargee, Lessee or Grantee, be binding upon all members of the Club. A certificate purporting to be signed by the Honorary Secretary for the time being of the Club shall, in favour of the said persons be conclusive evidence in all respects with the above provisions of this Rule was duly given to the Trustees.

d. All securities held by the Trustees shall be placed in the safe custody of the Clubs Bankers in the names of the Trustees.

e. The Deeds of 44 Oxford Street, Woodstock shall be charged to Barclays Bank Ltd.

GENERAL DATA PROTECTION REGULATIONS

20. The Club will keep the minimum of personal data consistent with the needs of running the Club. This will include:

(a) Mandatory data concerning membership, such as the name of the Member, membership number, membership type (eg. Junior, Full or OAP, which requires date of birth) and renewal due date;

(b) Contact details - address, telephone/mobile number and email address in case of emergency or in order that Newsletters, General Meeting agendas and renewal reminders can be posted.

The Club is committed to following the requirements of the GDPR and a full statement of compliance will be posted on the Club Notice Board or can be provided upon request.