



Rules

Name and Objects

Name

The Club shall be named KIRKBY LONSDALE FOOTBALL CLUB

Objects

The objects of the Club shall be:-

To carry out the business of a bona-fide Members' Club providing the means of social activity, mutual helpfulness, mental and moral improvement, recreation, and other advantages of a Club.

Eligibility for Membership

All members of the Club must be at least 18 years of age.

Application for Membership

Membership

Applications for financial membership shall be made to the Club Secretary.

Applicants must sign an application form. The application form must contain present name, address of each applicant signed by a proposer who must be a full member of the Club and a seconder who must be a Committee member or Trustee of the Club. This form shall be posted in the Club for at least two clear days prior to the proposed member's name being considered by the Committee.

The Committee has the sole authority to admit applicants to membership or to reject them. The decision of the Committee shall be final.

The reasons for the decision shall not be conveyed to the applicant.

Immediately upon admission the new member shall: -

- (a) Be provided with a copy of the Club's registered rules.
- (b) Pay the current joining fee and subscription;
- (c) Receive a Kirkby Lonsdale Football Club membership card.

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Membership shall only become valid after the payment of a subscription in accordance with the next rule, the receipt for which shall constitute the temporary membership card.

Subscriptions and Joining Fees

Who pays

All members (including Senior Citizens) shall pay an initial joining fee together with a subscription as may from time to time be determined by the Committee, and ratified by the members at an Annual General Meeting.

Payments Due

The subscription for the current financial year becomes due as soon as an applicant is admitted to membership and subsequently on the first day of January being the beginning of the Club's financial year.

Arrears

Any member who has not paid his subscription within 31 days after it has become due shall be considered to be "in arrears"

Any member "in arrears" shall be liable to pay a fine as set by the committee along with the annual subscription.

Lapsed Membership

Any member whose subscription is still not paid within four weeks of becoming in arrears shall cease to be a member

Senior Citizens

Upon completion of 2 full and consecutive years of membership shall be entitled to reduced membership so long as they have not been in contravention of any of the rules of the Club.

Committee Members

Members of the Club who have served as elected members of the Committee for 5 consecutive years shall be awarded honorary Life Membership in recognition of their service to the Club.

Register of Members

Register

The Club shall keep at its registered office a register in which the Secretary shall enter the following particulars: -

- (a) the names and addresses of all the members;

- (b) the names and addresses of the Officers and Committee with the offices held by them respectively and the dates on which they assumed office.

Address Change

Any member changing his address must notify the Secretary of such change within fourteen days thereafter.

Cessation of Membership

A member shall cease to be a member: -

- (a) By non-payment of subscriptions;
- (b) By expulsion;

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- (c) By resignation; (Any member wishing to resign must send written notice to the Secretary and have his resignation formally accepted by the Committee).
- (d) Upon death:

Admission of Non-Members to the Club

Guests of Members

In addition to their family any member may introduce friends as guests provided that no member may introduce more than two guests at any one time and no individual (who is eligible for membership) may be introduced as a guest more than twice in one year.

Guests and the member introducing them shall sign their name in a book kept for that purpose.

Members shall be responsible for the good behaviour of guests introduced by them during the period of their stay in the Club and in the event that a guest is removed from the Club premises for misconduct or other cause, the member introducing such a guest may be subject to disciplinary procedures. The member must be present throughout the period their guests are in the Club.

Guest Approved by the Committee

Persons attending the following functions organised by the Committee or organised by a member and approved by the Committee may be admitted to the Club : -

- (a) sporting teams and their officials and supporters engaged in sporting fixtures in which a representative team from the Club is participating; or
- (b) occasions of a member's personal or family nature including parents, grandparents and descendants, not organised for profit and which are customarily celebrated, e.g. weddings, retirements, silver and golden wedding anniversaries, etc..

Exclusions

Notwithstanding the above entries under Admission of Non-Members to the Club, the following may not be admitted as guests:-

- (a) former members who have ceased to be members under any of the previously stated rules;
- (b) persons whose application for membership has been refused;
- (c) members who are suspended under any stated rule of this rule book;
- (d) members who have been ordered to withdraw and who have not subsequently met the Committee.

Hours of Opening and Closing Club Premises

The Club shall be opened and closed at such hours as may from time to time be fixed by the Committee and as posted in the Club.

Permitted Hours

The permitted hours for the supply of intoxicants shall be fixed by the Committee within the hours agreed by the responsible authorities.

General Meetings

Ordinary General Meetings

Ordinary general meetings shall be held as directed by the Committee.

The agenda for the meeting must be posted prominently on the Club premises for at least seven days prior to the meeting.

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Notice of a motion submitted in writing by any member at least seven days before the date of such meeting shall be added to the agenda by the Secretary. No matters other than those which appear on the agenda shall be discussed at an ordinary general meeting.

Annual General Meeting

The annual general meeting of the members shall be held in the month of April in each year, on a date to be fixed by the Committee. The Secretary shall post the date and time of the meeting together with an agenda of the business to be conducted prominently in the Club for at least seven days prior to the date of the meeting.

The business of the meeting shall be to receive a report by the Committee for the previous financial year, to receive a statement of accounts and balance sheet and the report of the auditor for the previous financial year, and such other business as may be included in the agenda.

The Secretary shall add notice of a relevant motion in writing submitted by any financial member at least seven days before the date of such meeting to the agenda.

Special General Meetings

How to be called:

A special general meeting shall be called by the Secretary in the following circumstances:-

- (a) upon the direction of the Committee, and in accordance with such direction;
- (b) on a requisition, signed by one-fifth of the members or 25 such members, whichever is the less, stating the special object thereof. The requisition should include both the printed name and signature of the member. Such meeting shall be held within not less than 21 days and not more than 28 days from the date of the receipt by the Secretary of the requisition.

Notice to be given:

Notice of any special general meeting, and of the objects for which it is called, shall be posted prominently in the Club by the Secretary for at least seven days prior to the date of the meeting.

Business:

No business other than that named in the notice shall be brought before a special general meeting.

Voting

All members may attend and speak at any general meeting.

All members shall be entitled to vote on any resolution.

Voting shall be decided by simple majority of those present except as otherwise provided in these rules and in the event of a tied vote the motion shall be deemed to be lost.

Rescinding

No resolution passed by a general meeting shall be rescinded, except by another general meeting called in accordance with the rule on Ordinary, Special and Annual Meetings. (as seen above)

The Committee

Management of the Club

The Committee shall be responsible for the management of the Club having regard to these rules and to any resolution of a general meeting called.

The Committee, or any officers authorised by them, shall have the power to give orders for goods to be supplied and work to be done as may be necessary for carrying out the purposes of the Club. However, nothing in this rule shall empower the Committee to incur expenditure except such as is consistent with the purposes for which the Club is established.

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No member shall by virtue of his appointment have power to order goods or dispose of the funds of the Club.

Payments to Members of the Committee

Unless specifically authorised by a general meeting, a member of the Committee may not: -

- (a) supply goods to the Club for payment;
- (b) enter into a contract for work to be done for the Club;
- (c) hold any office of salary or profit paid by the Club.

Note. Honoraria may be paid to officers or other members of the Committee if specifically and individually authorised by the members at a general meeting.

Conduct of Meetings

Frequency

The Committee shall meet at least once per month for general business. The Chairman or in his absence the Vice-Chairman or in his absence a chairman elected by the members present shall take the chair at meetings of the Committee.

Voting

The quorum of the Committee shall consist of at least two-thirds of the total membership of the Committee.

Each member of the Committee shall have one vote only. Except where otherwise provided in these rules, motions shall be decided by a simple majority of those present and voting and in the event of a tie, the motion shall be deemed to be lost.

Minutes

Minutes of all meetings of the Committee shall be taken by the Secretary (or in his absence a member appointed by the Committee). The Secretary shall cause the minutes of the meetings to be retained for at least ten years.

Vacation of Office

Committee members will vacate their office: -

- (a) upon cessation of membership of the Club;
- (b) upon suspension;
- (c) upon resignation submitted to the Secretary in writing and accepted by the Committee;
- (d) upon death:

Vacancies

In the event of a vacancy arising amongst the members of the Committee, the Committee shall have power to appoint an eligible member to fill the vacancy until the next ballot, the period of appointment not to exceed twelve months.

Conduct of Elections

Procedure

The election (other than the Secretary) of Committee members shall be by ballot. No person may hold more than one office. Each member of the Club shall have one vote for each vacancy.

Ballots

Ballots shall be held during the fourteen days following the annual general meeting. Such ballots shall remain open for at least three hours on the evenings on two days (consecutive if possible).

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Nominations

At least three weeks before the day fixed for any ballot, a notice shall be posted prominently on the Club premises by the Secretary, inviting nominations of candidates for election to the committee.

The trustees may at their discretion, interview potential new candidates for election to the Committee to establish their suitability or desirability for the position.

Result of Ballots

The result of ballots shall be made known within twenty-four hours of the close of the ballot. This to be by posting a notice on the Club notice-board, attested by the signatures of the scrutineers recording the number of votes polled by each candidate and indicating which of the candidates are elected. The candidates receiving the highest number of votes being those elected.

Misconduct of Members

No gaming (other than that permitted by law), drunkenness, prohibited drugs, or other misconduct shall be permitted on the Club's premises. Any officer or any member of the Committee shall have power to order the immediate withdrawal from the Club's premises of any member offending under the provisions of this rule and the member may be dealt with by the Committee under the disciplinary rule. Such a member shall have no right of re-entry to the Club premises or benefits of membership until requested and attending to meet the Committee. If the next ordinary meeting of the Committee be within less than three days the member may claim to appear before them at that meeting and to have his case dealt with, waiving the length of notice required by the following rule.

Disciplinary Powers of the Committee

The Committee shall have power to reprimand, suspend (for not less than one months nor more than 12 months), or expel any member who shall infringe any rule, or whose conduct, whether within or without the Club premises, shall in their opinion, bring the name of the Kirkby Lonsdale Football Club into disrepute and render the member unfit for membership.

No member shall be suspended or expelled without being given an opportunity to be heard by the Committee and to advance a defence, nor unless a majority (of two-thirds of the Committee then present) shall vote for his suspension or expulsion.

Every member required to appear before the Committee under this rule shall receive at least seven clear days' notice in writing from the Secretary and the appearance shall normally be within 40 days of the alleged offence.

The Secretary shall notify the member of the Committee's decision in writing to within seven days.

Any member has the right of appeal and the trustees of the Club will hear any such appeal.

A suspended member shall remain liable to pay his subscription, but shall not be permitted to use any of the facilities of the Club or take any part in the affairs of the Club except as may be provided by the Act. The Secretary shall hold the Club membership card of suspended members.

Dress Code

Members shall be expected to maintain a reasonable standard of dress and shall under no circumstances wear clothing deemed to be offensive to other members of the club.

Inspection of records by Members

Discretionary

A member may, at the discretion of the Committee, on giving seven clear days prior notice of his reason in writing to the Secretary, inspect the minutes of any meeting of the Committee.

Dissolution

The Club may at any time be dissolved by the consent of three-fourths of the members, testified by their signatures to an Instrument of Dissolution in the form provided by the Statutory Regulations in that behalf, or by winding up in a manner provided for by the Act.