Peacehaven & Telscombe Bowls Club – Rules & Constitution (Current Version: 3 December 2025)

1. Name, Affiliations & Objectives
Club name: Peacehaven & Telscombe Bowls Club.

Affiliated to Bowls England (BE) and Sussex County Bowls (SCB).
Purpose: Provide and promote outdoor flat green bowls and indoor short mat bowls. Club follows BE rules, Laws of the Sport of Bowls, and ESMBA rules.

2. Officers & Governance Structure - Club Officers Elected at AGM:

Chairperson
Honorary Secretary
Honorary Treasurer
Bar Manager
Best Practice Officer

Section-elected representatives:

Club Captain
Lady Representative
Gentleman Representative
Short Mat Captain/Rep

All officers may be re-elected.

3. Membership Rules - Membership Categories
Full Member – Outdoor (18+, voting)
Full Member – Short Mat (18+, voting)
Junior Member (under 18, no vote)
Student Member (up to age 25, no annual fee, pays per game)
Full-Time Employed Member (reduced fee due to limited availability)
Life Member (voting)
Social Member (no vote unless holding office)

Rights & Privileges
Full members: full use of facilities.
Short Mat members: all facilities except outdoor green.
Social members: pavilion access only.

Fees & Subscriptions
Fees proposed annually at AGM.

Outdoor fees due in April, Short Mat in September.
Membership open regardless of sex, age, disability, ethnicity, etc.
Committee may refuse or remove membership for good cause.

Conduct & Complaints
Members must follow Club rules.
Misconduct handled under Bowls England Regulation 9.
Complaints encouraged to seek mediation first.

Data & Liability
Members use facilities at their own risk.
Club holds personal data per Data Protection Act.
Medical info only stored if voluntarily provided.

4. Management Committee - Composition
Officers + 5–9 elected members (18+).

Meetings
Aim to meet monthly.
Quorum: 5 members.
Chair has casting vote.

Powers
Manage Club affairs and finances.
Ensure funds used only for Club purposes.
May appoint sub-committees.
Members acting for Club must disclose their role.
Financial & Legal Authority
No borrowing or debt without Committee approval.
Committee members indemnified by Club members.
Contracts should limit liability to Club assets.
Life Members
Committee may nominate; AGM must approve with 2/3 majority.

5. Trustees
Minimum 3 Trustees, appointed from Full/Life Members.
Hold Club property on trust.
May sell/lease/mortgage property only under Committee direction.
Indemnified from Club assets.

6. Annual & Special General Meetings
AGM held Nov/Dec each year.
Notice given 28 days in advance.
Only listed business discussed unless 21-day notice given.
SGM can be called by Committee or by written request of 10 members.
Quorum: 25 voting members.
Voting: show of hands; written/electronic votes allowed if member cannot attend.
Rule changes require two-thirds majority.

7. Dissolution
If Club votes to dissolve:
SGM held at least one month later.
Requires two-thirds majority.
Assets must NOT be distributed to members.
Remaining assets transferred to:
A similar charity club,
A CASC club, or
Bowls England.

8. Miscellaneous

Opening times set by Committee and posted publicly.
Club adheres to:
Bowls England Safeguarding Policy
Bowls England Equality Policy
Licensing Act 2003 (Secretary is Licence Holder)
Members acknowledge the Constitution as a legally binding contract.