

BYELAWS

These byelaws are approved by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management under the powers conferred upon it.

These byelaws should be read in conjunction with further Club Policies which may be issued by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management from time to time.

Both these byelaws and associated Club Policies shall be made available to members at all times both physically within the Club and through the Club's website.

ANGEL (TONBRIDGE) INDOOR BOWLS ASSOCIATION LIMITED

Incorporating

Angel (Tonbridge) Indoor Bowls Club and Summer Bowls Club

and

Byelaws and Rules relating to Disabled & Junior Associate Members

The Angel (Tonbridge) Indoor Bowls Association Limited was incorporated under the Companies Acts 1948 to 1980 on Friday 22nd May 1981 and is governed by its Memorandum and Articles of Association. The Articles are subject to amendments by the Companies Acts and to the requirements of the Licensing Acts. A copy of the Memorandum and Articles of Association is available to members in the Secretary's office on request.

Amended March 2020

1. Membership of the Angel (Tonbridge) Indoor Bowls Association Limited

Membership of the Association shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs: or of age, sex or disability except as a necessary consequence of the requirements of indoor bowls as a particular sport, who

- (i) pays a subscription levied on an annual basis by the Council of Management of the Angel (Tonbridge) Indoor Bowls Association Limited.
- (ii) or is elected an Honorary Life Member.

The Association may refuse membership or may reprimand, suspend or expel a member for any good and sufficient cause, such as conduct or character likely to bring the Association or sport into disrepute, for wilful breach of these bye-laws or for abuse to staff or officers. Appeal against such a decision may be made to the Association's members within 28 days and decided by a majority vote.

No persons may be admitted to membership without an interval of at least 14 days between their nomination or application for membership and their admission. Members shall pay the appropriate portion of the current year's membership subscription before their admission shall be deemed complete.

All nominations for membership shall be displayed on the Notice Board for at least 14 days. Thereafter any objections to the nominations must be delivered, in writing, to the Director responsible for the office of Angel (Tonbridge) Indoor Bowling Association Limited.

The Council of Management shall have absolute discretion in accepting or refusing applicants for membership. A simple majority in favour shall decide admittance.

Honorary Life Membership may be conferred on anyone by members at an Annual General Meeting on the recommendation of the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management.

Public Rink

A Non-Member living within the Tonbridge and Malling Borough Council boundaries may have access to the premises to play on the rink designated "public rink" on payment of a fee approved by the Council of Management. Entry to the "public rink" does **not** confer any of the privileges enjoyed by the Full and Social members of the Club(s).

1a Temporary Membership

Temporary membership may be granted at the discretion of the Council of Management and must have a Director's approval.

Applications for temporary membership should be posted on the notice board.

Temporary membership, if granted, would have a maximum duration of two (2) months after which time it would be reviewed.

2. Membership of the Bowls Clubs

There shall be five categories of membership of the Angel (Tonbridge) Indoor Bowls Association Limited, as follows:

(i) **Full Membership.**

Full Members automatically become members of the Angel (Tonbridge) Indoor Bowls Club and the Summer Indoor Bowls Club.

(ii) **Assisted Membership.**

Automatically become members of the Angel Assisted Bowls Club who play in organised sessions. These sessions occur throughout the year, with the exception of Good Friday and when Christmas holidays intervene. Assisted club members may also play in occasional matches arranged for them and in matches and leagues organised by the Summer Indoor Bowls Club and in "roll ups" during the summer season from May to September

(i) **Junior Associate Membership.**

Automatically become members of the Junior Section and may play throughout the year in organised sessions, matches and games arranged for them and, by invitation, in matches and

games organised by the Bowls Club and Summer Bowls Club. Minimum age 6 years.

(ii) Social Membership with Summer Bowling.

Members may play in matches and leagues organised by the Summer Indoor Bowls Club and in "roll ups" during the Summer season from May to September.

(i) Non-Bowling Social membership.

Members may use the club facilities such as the Bar and restaurant and attend social functions.

3. Restriction of Membership

The maximum number of persons in any membership category shall be determined by the Council of Management of the Angel (Tonbridge) Indoor Bowls Association Limited.

4. Subscriptions

The annual subscription shall be such as the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management may determine from time to time, and shall be payable to the Angel (Tonbridge) Indoor Bowls Association Limited.

All subscriptions shall be payable to the Angel (Tonbridge) Indoor Bowls Association Limited on 1st September in each year, or immediately on acceptance into membership and shall be regarded as non-refundable. Members, whose subscriptions on 1st October in each year are unpaid, shall forfeit all rights and privileges until arrears, as determined by the Council of Management, are paid.

All subscriptions and any monies collected by the Clubs, other than such income as authorised by the Angel (Tonbridge) Indoor Bowls Association Limited from time to time shall become the property of the Angel (Tonbridge) Indoor Bowls Association Limited.

5. Voting Rights

Only Full Members of the Angel (Tonbridge) Indoor Bowls Association Limited shall be entitled to vote at a general meeting of the Angel (Tonbridge) Indoor Bowls Association Limited. All members have equal voting rights. Only Full Members of the Bowls Clubs and Social Members with Summer Bowling shall be entitled to vote at a general meeting of their respective Bowls Clubs. Non-Playing Social Members shall NOT be entitled to vote at any general meetings. Non-Playing Social Members co-opted to serve on any Social Sub-Committee shall be entitled to vote at meetings of such Sub-Committees.

6. Opening Times

During the months October-April the Club premises shall normally be opened no later than 09.00 hours and shall normally remain open until not later than 23.30 hours.

The Angel (Tonbridge) Indoor Bowls Association Limited Council of Management shall have the power to extend these hours on special occasions or for *carrying out and finishing competitions and matches.

During the months May - September the Club premises shall be opened from 09.00 hours until 23.30 hours with the exception of 3.00pm to 9.00 am the next day on Sunday's when the premises will be closed.

The premises shall be closed on such days or times as the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management may determine. At least 24 hours' notice of closure will be given on the Notice Board.

7. Intoxicating Refreshment

The bar will be open at the following times:

WINTER (October-April)

Monday-Friday. 10.15am-2.45pm and 7pm-10.45pm.

Saturday. 10.00am-2.45pm and 7pm-10.45pm.

Sunday. 10.45am-2.45pm and 7pm-10.30pm

SUMMER (May-September)

Monday- Sunday

10.15am-2.45pm and 7.15pm-10.45pm (Except Sunday evenings Closed)

Any extension of hours over holiday periods granted by the Licensing Justices shall be honoured. Any further extension of Licensing Hours may be applied for from time to time from the Licensing Justices by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management for special occasions.

Only members and authorised visitors may purchase intoxicating liquors.

The prices of drinks, and the availability and prices of snacks, etc., will be displayed at the bar.

Any member obtaining or attempting to obtain intoxicating liquor for consumption on the Club premises by persons under the age of eighteen years will face expulsion from the Angel (Tonbridge) Indoor Bowls Association Limited at the discretion of the Council of Management.

Any authorised visitors obtaining or attempting to obtain intoxicating liquor for consumption on the Club premises by persons under the age of eighteen years will immediately be denied all privileges of the Club.

No intoxicating liquor shall be supplied to members or to any persons on the Club premises other than by or on behalf of the Club

8. Privileges to Non-Members

All persons being members of clubs affiliated through their National Associations to the I.B.C. and the B.I.B.C. and their guests, who are visiting the Club premises, shall be entitled to enjoy the privileges of Club membership for the day of their visit.

9. Member's Personal Guests

A member may introduce guests for a day. A payment of £1 per guest per day is requested to enable the person to use the facilities (excluding Bowling activities).

It is expected that all guests (including family members) should become members of the Club, either full or social, in their own right if regularly attending the Club (more than 5 visits in any calendar year)

Exemptions from £1 guest fee and signing-in

- a) Those who are not yet members and undergoing coaching.
- b) Family, friends or carers of disabled members attending to assist with a bowling session and/or transport to and from the Club.
- c) Parents and Carers of Junior members
- d) Accompanying visitors/supporters of Match opponent teams.

A member who introduces a friend wishing to play bowls shall also pay the appropriate green fees determined by the Angel (Tonbridge) Indoor Bowls Association Ltd Council of Management.

10. Signing-in of Guests

The names and addresses of visitors introduced under the provisions of paragraph 9 above, together with the name of the member who has introduced them, shall be entered in the Visitors Book in the Club. It will be the responsibility of the member introducing guests to ensure that their particulars are **correctly entered** in the Visitors Book and guarantee their conduct whilst on the Club premises.

11. Children under 18 years of age and animals.

Persons under the age of 18 and accompanied by and under the supervision of a Member or Guest may be admitted to the Club premises. Dogs or other animals shall NOT be admitted to the Club premises. The only exception to this rule will relate to official Guide Dogs for the Blind or Assistance Dogs.

12 (a) Dress

(i) Within the Club:
Patrons are asked to be reasonably attired and should refrain from wearing garments which may give offence.

(ii) Within the Bowling Hall:

Internal league games and competitions: Grey trousers, skirts or knee-length style shorts; white based shirt, collared blouse or top or club shirt; white or club waistcoat, sweater or cardigan

External matches and competitions (including County and Nationals): White / grey trousers, regulation skirts or regulation shorts; club / white based collared shirts, blouse or top [depending on fixture]; Club waistcoat / cardigan.

For all other (casual) play the dress code should be reasonable per "Within the Club"

Regulation bowling shoes shall be worn at all times

Visiting teams dress regulations will be respected

New prospective members undergoing coaching: at the discretion of the coaches

12 (b) Food and Drink

Only food and drink purchased on the premises may be consumed in the Centre.

13. Conduct on the Green

(i) *Running*; whilst it is acknowledged to be part of our sport at a competitive level, to protect the carpet members are discouraged from running on the green. If any member feels that a fellow member is running on the green to an excessive amount this should be referred to the Bowling Committee.

(ii) *Eating, Drinking, etc*

Food is NOT to be consumed in the Bowls Hall. Drinks may be taken to the tables at the screen end of the Green.

(iii) Grippo and Puffers

In order to protect the bowling surface, all members and visitors are asked to note that **the use of GRIPPO is BANNED** and only chalk or established water-based chalk puffers are permitted.

(iv) Mobile Phones

Mobile phones **must be switched off or on silent** if taken into the playing area.

14. World Indoor Bowls Council.

All games shall be played in accordance with the World Indoor Bowls Council Laws of the Game (2004 edition).

15. Play on Rinks

Play on rinks allocated for general or competition play will be under the control of the Green Steward on duty, who will be responsible for supervising all bookings, etc.

16. Late Arrival

Members who arrive late after a session has commenced may play on any unoccupied rink up to the normal end of that session and payment of the green fee shall be decided by the Green Steward on duty.

17. Full Usage of Rinks

Roll-ups of singles, pairs or triples may be requested to convert into fours by the Green Steward on duty, if play by the smaller number would deny members a game who wished to play. This does not apply if the session has already commenced.

18. End of Session

Seven minutes before each session is due to end a signal will be sounded and thereafter no further end shall be commenced. An end will be regarded as having commenced on delivery of the first bowl. Rinks must be vacated at the completion of the game or at the completion of the end being played when the seven minute signal is sounded.

At the end of the session the signal will again be sounded to remind players still on the rinks to vacate the green as quickly as possible, so that play may commence promptly in the next session.

The playing area and/or lockers should not be accessed before the 7 minute bell unless with consent of players. If play is in progress due consideration should be shown to players.

19. Booking of a Specific Rink

Members cannot insist on booking a specific rink and shall accept any rink that is made available to them by the Green Steward on duty when they arrive to play

20. Leagues, Competitions. etc.

The Angel (Tonbridge) Indoor Bowls Committees shall arrange a programme of special games and matches with the Council of Management; e.g. Leagues, Inter-Club Matches, Club and Open Competitions, Drives.

21. Fair Wear and Tear on the Playing Surface.

To reduce the wear and tear on the playing surface and to reduce interference with games on adjacent rinks, after each bowler has bowled they are encouraged to vacate the playing surface and stand on the walk surround. The only players on the playing surface should be the actual bowlers and those directing play at the head. This does not apply to National or County matches.

22. Liability for Loss or Damage, etc.

The Angel (Tonbridge) Indoor Bowls Association Limited does not accept any liability for any loss of, or damage to, personal property of persons using the Club premises.

23. Price of Green Fees for Members. Visitors and the Public.

Green fees for members, visitors, and the public shall be such as the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management may determine from time to time.

All Green Fees shall be paid to the Green Steward on duty before play commences.

24. Decisions made by the Directors and Officers.

The Directors, Officers, and Members of Club Committees shall be indemnified by the Angel (Tonbridge) Indoor Bowls Association Limited in respect of any bona fide decision made by them in the course of their duties.

25. Smoking is not permitted inside the Bowls Centre under any circumstances. This includes e-cigarettes.

26. Litter

All litter must be deposited in the receptacles provided and should on no account be thrown on the floors, in the ditches, or surrounds of the green.

27. Kitchen Area, Bar Area

Member shall not enter the Kitchen or Bar Area except as an authorised helper.

28. Lighting and Heating.

Members shall not interfere with any of the controls of the lights, heating or ventilation of the Club premises. These may only be operated on the authority of the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management

29. Expenses to the Angel (Tonbridge) Indoor Bowls Association Limited

No member may commit the Angel (Tonbridge) Indoor Bowls Association Limited to any expense without the prior approval of the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management.

30. Removal of Property from the Club Premises

No member may take away from the Club premises any article belonging to, or held in trust, by the Angel (Tonbridge) Indoor Bowls Association Limited, or the Club, except on the authority of the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management or a Club Committee.

31. Car Park

Use of the Angel (Tonbridge) Indoor Bowls Association Limited car park by visitors shall be restricted to such times as they are within the Angel (Tonbridge) Indoor Bowls Centre.

Use of the car park by members shall be restricted to reasonable usage around times when also making use of Club facilities.

All car park users are requested to observe the arrowed route when using the car park.

People using the disabled parking bays are requested to display their blue badges.

The Association does not accept any responsibility for loss or damage to any vehicle or its contents. The Car Park will be locked when the Club is closed.

32. Membership Cards and Car Stickers

All members, whether Full Playing or Social members, may be requested to produce their membership card at any time by the Green Steward or Bar Steward on duty, or by any officer of the Angel Indoor (Tonbridge) Indoor Bowls Association Limited. Failure to produce a membership card may result in denial of Club usage if membership cannot otherwise be verified.

Car Stickers will be issued to all members on payment of the levied subscription and must be displayed on their car when using the Club car park.

33. Reimbursement for Damage to the Club Premises or its Fittings.

Members will be required to reimburse the Angel (Tonbridge) Indoor Bowls Association Limited for any damage caused by the member or their guest(s) to club premises or articles therein

34. Byelaws and Rules relating to Junior Associate Members.

- a) The Council of Management undertakes that it will not permit the taking of photographs or video of any Junior Associate member without the express permission of the Legal Parent/Guardian.
- (b) Junior membership is open to young persons who have not reached their 18th birthday, or if at further education or university then it may be possible to extend age limit to 21 years, as at the subscription renewal date.

Their membership will entitle them to learn and be coached in the game of bowls and to be involved in all areas of competitive play, both within the Angel Bowls Centre and beyond as the occasion arises.

- (c) Application for membership must be accompanied by a Consent form, duly completed and signed by the parent/guardian of the prospective Junior member.
- (d) Junior members must undertake to maintain a standard of good behaviour and discipline
- (e) A Child Protection Officer will be appointed by the Council of Management on the recommendation of the Junior Club Committee. The Child Protection Officer will take on the responsibility of ensuring that the Association operates a Child Protection Policy which incorporates all the recommendations of The English Bowls Child Protection Panel and that the Policy is adhered to. The Child Protection Officer will undertake to notify the Council of Management of any changes to the Policy as and when they occur.
- (f) A copy of the current Child Protection Policy document is to be available to **view** at the Reception Desk and on the Club website.
- (g) Junior Associate members do not have voting rights.
- (h) Access to the bowling rinks is not permitted unless supervised by a minimum of 2 adult club members.
- (i) Associate members under 18 years are requested to use the accessible toilets (male to the left and female to the right). If possible at all times of necessity.
- (j) All rinks required for Junior practice sessions and/ or Junior matches with visiting affiliated Junior Sections are booked by the Junior Co-coordinator or a member of the Junior Committee. Junior Members are permitted to book rinks for play, but any such booking should be confirmed by the parent/guardian of that member who will be responsible for ensuring that the appropriate green fee is paid and that the Junior member is supervised during the period of play on the green.
- (k) Only non-alcoholic drinks, snacks etc. are permitted to be purchased by anyone under 18 years of age.
- (l) Junior members may only use the pool table or play darts when accompanied and supervised by a responsible adult.
- (m) Junior members are not permitted to play the gaming machines if under the age of 18 years.
- (n) Junior members have no automatic right to bring or introduce any young person to the Centre, unless that young person is accompanied by his/her parent or guardian or the parent/guardian of the Junior member.
- (o) If playing in any adult scheduled fixture or an adult league, Junior members **MUST** pay the full adult rate of green fees as laid down by the Council of Management of the Angel (Tonbridge) Indoor Bowls Association limited or an amount agreed with the Bowling Committees.
- (p) Junior members must conform to the dress code appropriate to the match played as laid down by the Council of Management, Bowls Committees or Junior Club Committee.
- (q) Junior Associate Members agree to conform to the Rules and Bye-Laws of the Angel (Tonbridge) Indoor Bowls Association limited
- (r) None of the above rules relating to Junior Associate Members reduces or relinquishes the Parent/ Guardian from their responsibility for safeguarding the well-being of their child/children whilst participating in the game of bowls.

35. Proposals for Amendments to the Byelaws.

Amendments to these Byelaws may be made by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management at any time. Proposals for amendments by members should be submitted in writing to the Secretary of the Angel (Tonbridge) Indoor Bowls Association Limited for consideration by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management.

36. Complaints or Suggestions by Members.

Complaints or suggestions by members should be made in writing to the Secretary of the Angel (Tonbridge) Indoor Bowls Association Limited for consideration by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management.

The conduct of Officers, or staff employed by the Angel {Tonbridge} Indoor Bowls Association Limited, should not be a matter for personal reprimand.

For and on behalf of the Angel (Tonbridge) Indoor Bowls Association Limited.

Signed.....Company Secretary Date:.....

