

BYELAWS

These byelaws are approved by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management under the powers conferred upon it. Except where clearly stated, they apply equally to male and female members.

ANGEL (TONBRIDGE) INDOOR BOWLS ASSOCIATION LIMITED *incorporating*

**Angel (Tonbridge) Men's, Women's, Summer and
Disabled Indoor Bowls Clubs**

and

Byelaws and Rules relating to Junior Associate Members

The Angel (Tonbridge) Indoor Bowls Association Limited was incorporated under the Companies Acts 1948 to 1980 on Friday 22ⁿ d 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 4th January 2017

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 expel from membership for any good and sufficient cause, such as conduct or character likely to bring the Association or sport into disrepute. 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 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 48 hours 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.

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 four categories of membership of the Angel (Tonbridge) Indoor Bowls Association Limited, as follows:-

- (i) **Full Members**, according to their gender, automatically become members of the Angel (Tonbridge) Men's or Women's Indoor Bowls Clubs. They may play in Club matches, leagues and other events organized by these clubs. They may also play in mixed matches and leagues organized by the Summer Indoor Bowls Club and in "roll ups" throughout the year.
- (ii) **Disabled Members** may also be members of the Angel Disabled Bowls Club who play in organized sessions on Friday mornings from 09.30am until 11.45am. These sessions occur throughout the year, with the exception of Good Friday and when Christmas holidays intervene. Disabled club members may also play in occasional matches arranged for them and in matches and leagues organized by the Summer Indoor Bowls Club and in "roll ups" during the summer season from May to September.

- (iii) **Junior Associate Members** become members of the Junior Section and may play throughout the year in organized sessions, matches and games arranged for them and, by invitation, in matches and games organized by the Men's, Women's and Summer Bowls Clubs. Minimum age 6 years.
- (iv) **Social Members with Summer Bowling** may play in matches and leagues organized by the Summer Indoor Bowls Club and in "roll ups" during the Summer season from May to September.

3. Restriction of Membership

The number of persons in full playing and social membership 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. Members, whose subscriptions on 15th 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 authorized 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 Playing Members of the Bowls Clubs shall be entitled to vote at a general meeting of one of the three Bowls Clubs. Social Members shall NOT be entitled to vote at a general meeting of any of the three Bowls Clubs. 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 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 the 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. However, during the period May-September the Centre is closed from 3.00 pm to 7.00 pm each afternoon (except for home matches).

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-Saturday

10.15am-2.45pm and 7.1Spm-10.45pm (Except Monday

Evenings Closed)

Sunday

10.15am-2.45pm (evening closed)

Any extension of hours over holiday periods granted by the Licensing Justices shall be honored. 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 authorized 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 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 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. No intoxicating liquor shall be supplied to any person under the age of Eighteen Years on the Club premises.

8. Sales 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 a friend for a day. A payment of £1 will be requested to enable the person to use the facilities (excluding Bowling activities).

It is expected that family members should be members, either full or social, in their own right if regularly attending the Club.

Exemptions- Those who are not yet members and undergoing coaching.

Family, friends or carers of disabled members attending to assist with a bowling session and/or transport to and from the Club.

Accompanying visitors/supporters of Match opponent teams.

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

9a 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 Man agreement. Entry to the "public rink" does not confer any of the privileges enjoyed by the Full and Social members.

10. Signing-in of Guests

The names and addresses of visitors introduced under the provisions of paragraph No 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. The visitors entry fee, determined from time to time by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management, must be paid on entry. A visitor may only be signed in a maximum of 5 times before becoming a member.

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.

CONDUCT

12 (a) Dress

- (i) Within the Centre Premises. Patrons are asked to be reasonably attired and should refrain from wearing garments which may give offence.
- (ii) Within the Bowling Hall:

Dress code for Men:

Grey trousers, (white for matches except friendlies that can be played in grey trousers), white shirt with collar. Shirts with approved Angel logo are permitted, but any other emblems or variations are discouraged.

Regulation bowling shoes must be worn whilst on the Green.

For inter-club County and National Competitions, the EIBA/KCIBA approved Angel shirts will be worn, and may be worn in any other County and National Competitions, subject to the agreement of all the Angel selected players

Dress code for Ladies:

Dress for ladies for ALL leagues, both ladies and mixed, shall be white blouse or top with collar and regulation grey skirt or grey tailored trousers, together with regulation bowling shoes. Shirts with approved Angel logo are permitted. Club coloured waistcoat/cardigan may also be worn. For matches, white regulation skirts or white tailored trousers may be worn (except friendlies that can be played in greys), with white shoes.

- (iii) Visiting teams dress regulations will be respected.
- (iv) Dress Code for new prospective members undergoing coaching shall be at the discretion of the Men's and/or Ladies Bowls Committees.
- (v) No "jeans" or "tracksuit bottoms" to be worn by able bodied players.

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*; this act is strictly prohibited. Offenders may be asked to stop playing and leave the green for the remainder of that session.
- (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, but to avoid damage through spillages, members are requested to carry the beverage on a tray.
- (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** 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).

PLAY

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 or singles, pairs or triples shall be converted 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 his/her bowls, he/she must 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.

PERSONAL PROPERTY

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.

GREEN FEES

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.

INDEMNIFICATION OF OFFICERS

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.

GENERAL

25. Smoking is not permitted inside the Bowls Centre under any circumstances.

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 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 belong 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 Club Committee.

31. Car Park

Use of the Angel (Tonbridge) Indoor Bowls Association Limited car park by the members, bona fide visitors, or visitors on the business shall be restricted to such times as they are within the Angel (Tonbridge) Indoor Bowls Centre. Members are requested to observe the arrowed route when using the car park.

The Association does not accept any responsibility for loss or damage to any vehicle or its contents. The Car Park will be locked in the Summer months (May – August) every afternoon from 3.00pm to 7.00pm except for special events and matches.

32. Membership Cards.

All members, whether Full Playing or Social members, shall be required to produce their membership card at any time when requested to do so by the Green Steward or Bar Steward on duty, or by any officer of the Angel Indoor (Tonbridge) Indoor Bowls Association Limited. Ca Stickers will be issued to all members on payment of the levied subscription and must be displayed on the member's car.

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, to club premises or articles therein.

34. Willful Breach of the Bye Laws.

Any member who willfully commits a breach of these Byelaws, or acts in any way detrimental to the interest of the Angel (Tonbridge) Indoor Bowls Association Limited, or the Clubs, either within or without the Club premises, shall be subject to reprimand, suspension, or expulsion, by the Angel (Tonbridge) Indoor Bowls Association Limited Council of Management.

35. 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 Associate member without the express permission of the Legal Parent/Guardian.

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- (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 21years, 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 behavior and discipline. Any reported incidents of misbehavior or rudeness will not be tolerated at any time and could result in their membership being withdrawn.
- (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 it is adhered to. The Child Protection Officer will undertake to notify the Council of Management of any changes 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.
- (g) Junior Associate members do not have voting rights.
- (h) Access to the bowling rinks is not permitted unless supervised by an adult club member/s.
- (i) Associate members under 18 years are requested to use the disabled 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-ordinator 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.

AMENDMENTS TO BYELAWS

36. 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.

37. 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:.....