

THE SUNNINGHILL COMRADES' CLUB

1, Bagshot Road, Sunninghill
SL5 9NZ

RULES OF CLUB

- These rules were passed at the Annual General Meeting held on 11th June 1947 and are the current rules as at 23 September 2021.
- Over the Years amendments have been passed.

Rule 1

The name of the Club is 'The Sunninghill Comrades Club'.

Rule 2

The objects of the club are: -

- (i) The provision of opportunities for recreation, refreshment, and other social activities for the benefit of members.
- (ii) The provision and maintenance of a Club House at Sunninghill.

Rule 3

Every candidate for Membership shall be of the minimum age of 18 years and shall be proposed by one member and seconded by another member of the club, both of whom vouch from personal knowledge for the fitness of the candidate. Until the candidate is approved as a member he/she shall not be entitled to any privileges of the Club.

Fully paid up members of the Club will be permitted to bring children from the age of 16 years into the club at all times, except at the Christmas Party and New Year's Eve function whereby children aged 14 and over will be allowed in the Club. These children will not be members of the Club but must be signed in and supervised by a parent or guardian, being a member of the Club.

These children may not be permitted to purchase items from the bar or play the gaming machines and proof of age may be requested by the bar personnel or committee member. Parents or Guardians will be responsible at all times for the conduct of these children and any misconduct by these children will result in the Parent or Guardian being asked to remove the child or children from the premises. Children less than 16 years of age will be allowed into the Club premises at lunchtime and in the evenings until 9pm, and on entertainment evenings until close, provided they are accompanied by a Parent or Guardian, being a member of the Club. These adults will be responsible as above. The only exception being at the Christmas Party and New Year's Eve function whereby ONLY children aged 14 and over will be allowed in the Club. This rule does not prejudice members' rights as per rule 18.

Rule 4

- (a) Immediately upon the approval of a member notice thereof shall be given to him/her by the Secretary and shall be furnished with a printed or soft copy of the club rules. Upon payment of registration fee and subscription, he/she shall become a member of the club and be entitled to all the benefits and privileges of membership and be bound by all the rules. There shall be a tiered subscription for those wishing to join later in the year (after 1st June) of half price, excluding the registration fee.
- (b) All new members approved over the age of 65 at the date of such approval shall not be required to pay any registration fee, but shall pay the reduced Senior Citizen fee from time to time fixed by these rules or any amendments thereof for a period of ten consecutive years.
- (c) Prior to the 1998 AGM, those members aged 65 or over, who had been a member of the club for 10 consecutive years, would receive free subscription (Blue Card holders). Subsequent to the date of the 1998 AGM, a member on reaching the age of 65 with 10 years uninterrupted membership shall be required to pay a reduced rate as an annual subscription, which is currently Single £10 and Double £15".
- (d) Every new member shall be probationary members for a period of one year. The committee at its discretion may reserve the right to refuse a membership application if they deem it to be in the Club's best interest.
- (e) Staff will be entitled to a nominal subscription during their employment, this will cease on cessation of employment.

Rule 5

The management of the club shall be entrusted to a committee, consisting of a Chairperson, Vice-Chairperson, Treasurer, Secretary plus up to eight other members of the club, or should the Secretary be elected to serve on the committee, plus up to seven other members of the club, with the total number of the committee to be a minimum of six members of the club. Members will hold office for three years and be elected/re-elected at the Annual General Meeting. At the first committee meeting following an AGM the committee will select from their number a Chairperson, Vice-Chairperson and a Treasurer for the ensuing year.

The committee shall meet every month except in August and at all meetings of the committee 51% shall form a quorum.

Rule 6

The committee shall have the power at any time and from time to time to fill any casual vacancy among the officers and committee.

Rule 7

Every member, including probationary members shall pay an annual subscription to be confirmed or altered by resolution at each AGM, which shall be due on the first day of January in each year and if not paid by the thirty-first of January, the committee shall be entitled to charge those members renewing after that date a late payment fee, plus the annual subscription. Membership cards will be available for renewing from the 1st December each year. Members paying by 31st December will be entitled to a £5.00 reduction.

Annual membership fees will be displayed in the club at all times.

Staff will be entitled to a nominal subscription during their employment, this will cease on cessation of employment.

Rule 8

No person shall at any time be entitled to receive, at the expense of the club, any commission percentage or similar payment on or with reference to purchase intoxicating liquor by the club; nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the club to members or guests, apart from any benefit accruing to the club as a whole and apart also from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to a general gain from carrying on of a club.

Rule 9

The purchase for the club and supply by the club of intoxicating liquor shall be monitored and recommended by of a sub-committee of not less than two members being members of the sub-committee who are members of the main committee. In the event of any member for any reason ceasing to be a member of the sub-committee another member of the committee shall be appointed in his/her place. The steward will be an honorary member of this committee. The purpose of the sub-committee will be to present their recommendations to the committee at the main committee meetings.

Rule 10

No money or property of the club or any gain arising from them shall be applied otherwise than for the benefit of the club as a whole or for some charitable, benevolent purpose chosen by resolution of a general meeting.

Rule 11

An account in full or in such abridged form as the committee shall of the financial affairs of the club shall be displayed in the club together with the notice convening the annual general meeting.

Rule 12

The annual general meeting shall be held during the months of May/ June in each year and fifteen months shall not elapse without a general meeting, at such time and place as the committee decide for the following proposes:

- a) To receive the report of the committee and account referred in rule 11.
- b) To elect a president every four year unless circumstances deem otherwise.
- c) To elect four members to the committee. No member shall be elected to the committee unless he/she has been a member of the club continuously for a period of no less than one year preceding the date of the AGM, which includes their probationary period and during that year has not incurred any period of suspension membership.
- d) To appoint an auditor who shall be either a practising chartered or incorporated accountant.
- e) To discuss any resolution or other matter duly placed on the agenda of which not less than fourteen days prior notice in writing shall be given to the secretary.

The Secretary shall post on the Club Notice Board giving twenty-one day's notice of the Annual General Meeting, at the same time displaying within the Club copies of the previous years Accounts to be considered at the meeting. Further copies of the Accounts may be obtained on demand and would also be available to those attending the annual general meeting. The secretary shall

invite nominations and proposals in writing to be delivered to the Secretary not less than fourteen day prior to the date of the meeting, any nominations received after such a period shall be invalid.

The Secretary shall with in seven days of the meeting cause a copy of the agenda to be discussed at such annual general meeting to be placed upon the notice board in the club premise together with a notice of the proposed alteration and addition to the club rules. Twenty-five members shall form a quorum at such annual general meeting. If such quorum shall not be present within 30 minutes of the time appointed for such meeting the meeting shall be cancelled and the officers and the committee as at the date of such meeting shall remain in office until the next annual general meeting or any other special meeting which may be convened, the election of the committee at the annual general meeting shall be either by vote and in the case of equality the chairman shall have the second or casting vote.

Rule 13

A special general meeting may be convened at any time and shall be convened within fourteen days either by committee or on requisition of one fifth of the members of the club for the time being or sixty members whichever is the less. Such requisition must state the purpose for which the meeting is required.

Rule 14

The business at a general or special general or special meeting shall be these rules and those further matters set out in the convening the meeting. The quorum at any special meeting shall be twenty-five.

Rule 15

At all meeting of the club each member shall have one vote. Temporary members shall not be entitled to a vote

Rule 16

The Chairman of the club or in his absence the Vice-Chairman, shall Preside at all meetings of the club, but if both shall not be present within fifteen minutes after the appointed time for the meeting or both have signified their inability to be present at the meeting, the members present shall choose one of their number to be Chairman of the meeting. At any meeting where there is an equality of votes the Chairman of the meeting shall be entitled to an additional or casting vote.

Rule 17

The Committee shall have the power to expel any member who shall offend against the rules or whose conduct or that of any guest introduced by him/her shall in the opinion of the committee render him/her unfit for membership of the club. Before any such member is expelled, the Secretary shall give him/her seven days written notice to attend a meeting of the Committee and shall inform him/her of the complaints made against them. No member will be expelled without first having an opportunity of appearing before the Committee and answering complaints made against them nor unless at least two-thirds of the Committee then present vote in favour of his/her expulsion.

In addition to the powers herein before contained in these Rules the Committee may at anytime, if they shall be of the opinion that the interest of the Club so requires, immediately instruct the Secretary to give notice in writing thereof suspending any such member whose conduct shall be in question pending his/her attending before the committee in the manner already provided; any member receiving such notice of suspension shall cease to attend the club premises until the decision of the committee has been made known to him/her. If any member shall be convicted of an indictable offence he shall cease to be a member of the club but the Committee shall have power at their discretion to reinstate him/her without entrance fee or subscription. All disciplinary incidents to be heard by the Committee within 14 days of the offence-taking place.

Rule 18

Any member shall be entitled to introduce not more than two guests to the club at any one time (unless there is a 'Members Only' occasion) for each of whom he shall pay a fee of £1.00 to cover the whole day, provided that no person shall be introduced as a guest whose application for membership has been declined or who has been expelled from the club. A member introducing a guest shall enter the name and address of the guest, together with own name in the Guest Book, which shall be kept at the club. The Committee may designate certain times on which guests will not be admitted hereinafter called a 'Members Only occasion'. The Committee may also designate certain times as a 'Special Occasion' to which guests may be admitted (one guest per member on certain occasions). Notice of a 'Members Only occasion' or a 'Special Occasion' must be posted on the club premises at least 14 days prior thereto.

For 'Members Only' occasions and 'Special Occasions' the Committee may charge an additional entrance fee for all persons attending the same. The Committee may allow temporary membership of £2 for a week; £5 for a month and £10 for 3 months. Those issued temporary membership will be subject to the same terms as new members under the probationary period.

Rule 19

The Club's opening hours shall be fixed by the Committee and be amongst the Club's Byelaws. These opening hours shall be displayed in the club and may from time to time be altered or amended by the committee at that time. All the club's opening hours will be within the limits imposed (laid down) by the local Council Licensing Authority, who must be informed of any changes made by the committee. Such changes shall not be effective until such notification has taken place.

Rule 20

On the recommendation of the committee, honorary members may be elected to the club over and above the complement of ordinary members. Two-thirds of the committee members present and voting shall be necessary to ensure election. Honorary members may be elected for life and upon such terms and for such period as the committee may deem expedient, which shall include the power to vary or waive any subscription. They shall be entitled to all the privileges of membership and they shall be entitled to vote at meetings.

Rule 21

The committee shall have the power to elect members of other clubs to use and enjoy the premises and facilities of the club as visitors for any period not exceeding twenty-four hours. Such visitors shall not be entitled to vote at any meeting of members.

Rule 22

The club employees shall be under the orders of the committee only, and no member shall individually instruct or reprimand a club employee, any such action shall be taken solely by the chairman after he shall first have been instructed by the committee in writing.

Rule 23

The committee shall have the power to alter the rules, but no such alteration shall take effect until the same has been confirmed at the Annual General Meeting or Special meeting convened for the purpose.

Rule 24

The committee shall have the power to make Byelaws for regulating the conduct and affairs of the club provided the same are not inconsistent with these rules. Such byelaws shall be posted in some conspicuous part of the club premises and shall be binding on all members.

Rule 25

There shall be not more than four Trustees of the Club none of whom shall be members of the Management Committee, nor Directors of Sunninghill Comrades Limited. The first trustees shall be appointed by the committee and the property of the club (other than cash which shall be under the control of the Treasurer) shall be vested in them to be dealt with by them as the committee and shall from time to time direct by resolution (of which entry in the Minutes Record shall be conclusive evidence). The trustees shall be indemnified against risk and expense out of the club's property. The trustees shall hold office until death or resignation or until removed from office by resolution of the committee, who may for a reason, which may seem sufficient to a majority of them, present and voting at any meeting remove any trustee or trustees from the office of trustee. Where by reason of death, resignation or removal it shall appear necessary to the committee that a new trustee or trustees shall be appointed or if the committee shall deem it expedient to appoint an additional trustee or additional trustees, the committee shall by resolution nominate the person or persons to be appointed the new trustee or trustees. For the purpose of giving effect to such nomination the chairman is hereby nominated as the person to appoint new trustees of the club within the meaning of section 36 of the Trustees Act 1925 and he/she shall by deed duly appoint the person so nominated by the committee as the new trustee or trustees of the club and the provision of the trustee Act 1925 shall apply to any such appointment. Any statement of fact in any deed or appointment shall be in favour of a person dealing bona fide and for value with the club or the committee be conclusive evidence of the fact so stated.

Rule 26

No alteration or addition to these rules shall be made except by a resolution carried by at least two-thirds of the members present at a General or special meeting. The Secretary shall as soon as possible and in any case within twenty-eight days of making of any such alteration or addition to these rules give written notice of such alteration or addition to the Chief Officer of Police and to the Clerk of the Local Authority of the District in which the club is situated.

Rule 27

A copy of these rules and any duly approved amendments thereof shall be issued to each member who shall be deemed to be bound by all the provisions therein contained. A notice of amendment to the rules must be placed on the Notice Board and this shall be deemed sufficient notification provided it is left on the notice board for a period of not less than 6 months.