

Auchincruive Croquet Club (*established 1974*)

Constitution Adopted 2024 As amended 30th April 2026

A. Name and Objectives

The Club is called Auchincruive Croquet Club. (**Hereinafter called The Club**) **The Club** aims to provide facilities for its members to play croquet, and to foster and promote the sport of croquet at all levels, through friendly and competitive matches within the club and amongst other clubs.

It is affiliated to the Scottish Croquet Association, and conforms to all the requirements and regulations resulting from its affiliation to the SCA.

B. Membership

Membership is open to anyone interested in croquet, on an inclusive basis, regardless of gender, disability, ethnicity, nationality, sexual orientation or religious affiliation. The membership limit is advised by the Committee and this limit can only be changed by an AGM or Extraordinary General Meeting (EGM) . Members may invite guests to play and agree to pay the lawn fee, and may book sessions on the lawn in advance as agreed. Members will agree to add the names of their visitors in the Visitors book

New members must be proposed by an existing member, be approved by two Committee members, and pay the annual subscription when joining.

The club has 2 categories of membership:

- Full Member Over 18 on 1st June
- Junior Member Under 18 on the 31st May

Members agree to having a full list of the membership being kept electronically by the membership secretary and /or secretary, along with a contact telephone number/email for Club communication purposes only. This membership list will identify key holders.

All members will be subject to the regulations set down in the Constitution and by joining the Club will be deemed to accept these regulations and code of practice that the Club has adopted.

C. Subscriptions

The cost of subscriptions will be recommended by the Committee and must be agreed by members at each AGM or an EGM. They are due to be paid by the last day of May each year and at a later date the Committee will normally terminate membership for non-payment of subscriptions.

D. Club Committee

The Committee will be comprised of up to 7 members, including 4 office bearers and three ordinary members

The Club will appoint four Officers: Chairperson/Membership Secretary, Secretary, Treasurer, and Captain,

If more than one candidate is proposed for any office, the members of the Club will take a vote by ballot.

Officers and ordinary committee members are elected for a term of one year, but may stand for re-election in subsequent years for the same or another office.

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The Committee will meet no fewer than three times a year, and four members of the Committee will form a quorum. Committee business may also be conducted by electronic communication.

The Chairperson will preside at all meetings of the Committee, but a substitute may be appointed in the Chairperson's absence to chair the meeting. The Chairperson of the meeting will be entitled to a second or casting vote in the event of a voting tie in Committee.

E. Duties and powers of the Committee

The Committee will:

- a.** Organise and control all the affairs of the Club on behalf of members.
- b.** Protect the financial viability of the Club.
- c.** Keep accurate accounts of the Club finances through the Treasurer. The financial year will run from 1st January until 31st December. These accounts will be audited by a responsible person and presented to the members at each AGM.
- d.** Authorise certain Committee members to monitor the Club's bank account and to sign cheques and approve payments.
- e.** Review and amend the Constitution as matters arise
- f.** **Payments above an amount set by the Committee will require authorisation of the Committee.**
- g.** Co-opt members for special tasks.
- h.** Authorise the Captain to organise and manage all competitions within the Club, and coordinate external and inter-club competitions.
- i.** Authorise the Secretary to be aided by a Social/Membership Secretary.
- j.** Authorise lawn bookings to be managed by co-opted members
- k.** Have the power to require members who have deliberately damaged Club property to replace or pay for it.
- l.** Have the right to refuse membership or suspend from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. (Appeal against such a decision may be made to the Club's members and decided by a majority vote.)

F. Meetings of the Club

AGM

The AGM will be held not later than the end of April each year.

21 days written notice will be given to members, accompanied by an agenda, financial report, and a copy of the previous year's AGM draft minutes.

A quorum for the AGM will be 40% of the membership including at least half of the committee.

The business of the AGM is to:

- a.** Approve the minutes of the previous year's AGM.
- b.** Approve the Captain's report.
- c.** Approve the annual accounts.
- d.** Elect or re-elect the Officers and Committee members.
- e.** Fix subscription rates for the current year.
- f.** Discuss any other business.

Any decision, (except proposed Constitutional amendments) taken at the AGM or EGM will be ratified by a simple majority of votes by show of hands from those attending and those proxy votes received by the Secretary.

Any proposed amendments to the Club's constitution will be discussed and voted on at the AGM or at an EGM, a draft of which will have been in circulation to members with other AGM/EGM documents. Changes to the Constitution require two thirds approval of those present to be accepted.

Objections to the proposed amendments must be submitted to the Secretary at least four days in advance of the meeting,.

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All members will have one vote at the AGM. Proxy votes will be accepted if received in writing by the Secretary 24 hours in advance of the meeting. In the event of a tied vote the Chairperson will be entitled to an additional casting vote.

An EGM may be held whenever the Committee think necessary, or within 28 days of the receipt by the Secretary of a written request which must state the purpose for which the EGM is required, and must be signed by at least one fifth of all members.

A quorum at any EGM will be as for an AGM, and the Chairperson of an EGM will be entitled to a vote and a casting vote.

G. Surplus Income and Profits

All surplus income and profits will be retained in the Club's bank account, and no assets or surpluses will be distributed to members or third parties, except by the specific wish of a majority of members.

H. Dissolution

Upon dissolution of the Club any remaining assets will be given or transferred to another Croquet Club or the SCA or an agreed charity.

Declaration

Auchincruive Croquet Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members: