

## **NAME AND OBJECTS OF THE CLUB**

1

The Walton, Hersham and Oatlands Conservative Club, hereinafter referred to as “the Club” shall be situated at 4, Manor Road, Walton on Thames, Surrey, KT12 2PB or such other place as the majority of members shall determine.

The Club’s objects shall be to carry on the business of a Club and, in doing so, to promote by all proper means the principles of Conservatism and the implementation of the Conservative Party’s policies.

The Club shall be affiliated to and inter-affiliated with, the Association of Conservative Clubs Limited, and be subject to the rules and regulations thereof.

## **MEMBERSHIP**

### **Election.**

2

The election of members shall be vested solely in the Committee and shall be by ballot. Two votes against admission shall exclude a candidate.

3

Only Conservatives, not being under 18 years of age, shall be entitled to be eligible for membership.

Full membership status is open to both male and female applicants.

4

Any two members of not less than twelve months standing may propose and second a candidate for membership and shall be able from personal knowledge to vouch for his respectability and fitness to be a member and both of them shall sign the nomination form, as shall the nominated candidate. The candidate by so doing, shall pledge himself to support the leaders of the Conservative Party and to abide by the Rules of the Club now or hereafter in force, in the event of his being elected a member.

No paid employee of the Club shall be eligible for membership.

5

The name, address and occupation of each candidate, and the names of his proposer and seconder, shall be posted on the Club Notice Board at least fourteen days before the day on which his name is to be submitted for election.

Any member who is of the opinion that any candidate so proposed would not be a desirable member, shall inform the Secretary who shall communicate the objection to the Committee.

The Committee may require the attendance of any proposer, seconder or their candidate to answer such questions as may be put to them.  
If they do not appear before the committee when required to do so, or send a satisfactory excuse for not doing so within two weeks, the candidate's application for election shall be rejected.

No candidate shall be admitted to the privileges of membership until he shall have been formally elected a member by the Committee, notified by the Secretary and paid his first subscription and entrance fee, and in any circumstances no candidate for membership shall be admitted to the privileges of membership until two days shall have elapsed between nomination and election to membership.  
All members must pay every expense they incur at the Club before leaving the premises.  
No member shall give any money or gratuity to paid employees of the Club upon any pretext whatever.  
Membership of the Club and acceptance of the Club Rules by a member shall be deemed to constitute consent to the holding of relevant personal data for the purpose of the Data Protection Act.

### **SPECIAL CLASSES OF MEMBERSHIP**

a). *Honorary Members.* The committee shall have power to elect from time to time as honorary members without entrance fee or subscription, persons of distinction or those who have rendered valuable services to the Conservative Cause or the Club, including the Conservative Agent for this Constituency. An interval of at least two days shall elapse between their election and admission as members.

b) *Life Members.* The Committee shall have power to elect as Life Members those who have completed 20 years subscribing membership of the Club and attained the age of 60 years and to terminate at any time the Life Membership of any member so elected if, in its opinion, it is desirable in the interests of the Club.  
Life members shall be entitled to the full rights and privileges of membership without payment of any subscriptions.

c). *Honorary Vice Presidents* The Committee shall have power to elect as Honorary Vice Presidents those who have rendered outstanding service to the Conservative Party or the Club and to terminate at any time the Honorary Vice Presidency or any Vice President so elected if in its opinion it is desirable in the interests of the Club. Honorary Vice Presidents shall be entitled to full rights and privileges of membership without the payment of any subscriptions.

### **DISQUALIFICATION OF CANDIDATES**

10

No rejected candidate shall again be proposed as a member until the expiration of twelve months from the date of such rejection.

No person who shall have been expelled from this or any other Conservative Club affiliated to or inter-affiliated with the Association of Conservative Clubs Limited, shall ever again be proposed as a candidate or make use of the Club premises.

No person who has at any previous time been a member of the Club who has allowed his membership to lapse, without good cause acceptable to the Committee, shall be eligible for re-election before the period of six months, at which time he shall be required to submit a new application for Committee consideration, which, in the event of approval shall be subject to a further application fee in addition to annual subscription.

### **RESIGNATION OF MEMBERSHIP**

11

Any member wishing to resign must send a written notice to the Secretary, together with the subscription due up to the date of it taking effect, and shall thereupon cease to be a member.

### **SUBSCRIPTIONS**

12

The ordinary subscription shall become due for payment on the first day of January each year.

The rate of subscription shall be determined by the Committee and submitted for approval by the Membership at the Annual General Meeting. Members aged 65 years and over, with 10 years successive subscribing membership may pay half the ordinary subscription. The annual subscription shall only be amended in accordance with Rule 61. In the event of any increase in rates, members who have already paid their subscriptions for the current year shall be liable to pay the difference between the old and the new rate.

Full membership is open to both male and female applicants

13

A suspended member shall remain liable to pay his subscription.

14

Every member shall produce his card of membership, whenever called on to do so by any person authorised by the Committee to make such request on the Club premises.

### **NON PAYMENT OF SUBSCRIPTION**

15

If any member fails to pay his subscription by the first of January each year he shall be considered to be in arrear, and shall cease to be a member, and his name shall be removed from the register of members.

If, however, the delay in payment can be accounted for to the satisfaction of the Committee, the Committee may at its discretion direct that any member shall be exempt from the foregoing provisions.

16

No member in arrear, or lapsed member shall be permitted to make use of the Club, or be admitted as a guest, or take part in the Club's affairs.

### **CHANGE OF ADDRESS**

17

Any member changing his address shall, within fourteen days, give notice to the Secretary in writing of such address, and until such notice is given, all communications and notices sent to his last address shall be deemed to have been served upon such member.

### **INTER-AFFILIATION CARD HOLDERS**

18

Members of Clubs inter-affiliated with the Association of Conservative Clubs Limited, subject to the Rules and Regulations of that Association, may on presentation of their Inter-Affiliation Card be admitted to the Club premises and intoxicating liquor may be supplied to them by or on behalf of the Club for consumption on the premises.

### **CESSATION OF MEMBERSHIP**

19

Membership shall terminate:

- (a) On resignation (Rule 11)
- (b) On non payment of subscription (Rule 15)
- (c) On expulsion (Rule 31)

(d) On death.

## **OFFICERS**

20

The Officers of the Club shall consist of three Trustees who shall be elected according to Rule 26, a President, a Chairman elected in accordance with Rule 29 (who shall be Chairman of the Committee, in which capacity he shall have a second or casting vote] a Treasurer and a Political Officer who shall remain in office until their successors are elected, and shall be elected annually by approved nomination or by ballot should there be more than one candidate, in the week preceding the Annual General Meeting and at the end of their term shall be eligible for re-election. There shall be an appointed Secretary who shall also be an officer of the Club.

## **THE COMMITTEE**

21

The Committee shall consist of the Officers including Treasurer and Political Officer and Committee members (other than the appointed Secretary) as referred to in Rule 20.

There shall be eight Committee members who shall be elected by ballot and subject to annual review and notified to the Annual General Meeting.

The four senior Committeemen in length of service from the date of the last election shall retire at each Annual General Meeting and shall be eligible for re-election. If two or more Committeemen have served for the same period, those to retire shall be selected by the Chairman by lot.

The Committee concerned with the purchase for and supply of intoxicating liquor on behalf of the members shall be as above with the exception of the Trustees who shall be excluded therefrom solely from this purpose.

The Committee shall meet at least once a month. Five members shall form a quorum. In respect of Committee voting procedures, each member shall have one vote. In the event of equality of votes the Chairman in addition to having one vote as a Committee member shall have a casting vote.

22

Any member of the Committee being absent from three consecutive meetings of the Committee shall, unless he sends a written explanation which the Committee shall deem satisfactory, cease to be a member of the Committee.

Any member or members of the Committee not being the whole of the Committee shall cease to be members thereof on resignation and such resignation shall be deemed to be effective upon receipt by the Secretary of written notification.

Any member of the Committee ceasing to be a member of the Club, or is suspended from the privileges of membership, shall cease to be a member of the Committee.

Any vacancy so caused shall be filled as provided in Rule 39.

23

Any Officer dealing with the moneys of the Club and the Manager shall give such security as the Committee may from time to time determine, and shall discharge their duties under the direction of the Committee.

### **Appointment of Secretary**

In the event of a person being appointed Secretary and receiving a fixed salary such person shall not be an ordinary member of the Club, but the Committee shall have power to direct that he may be admitted to the Club premises and that intoxicating liquor may be supplied to him by or on behalf of the Club for consumption on the premises. A written Contract of Service shall be sufficient evidence of his appointment under this section and the terms thereof shall be substituted for all provisions in these Rules relating to the election, term of office, retirement and dismissal from office and similar matters relating to the Secretary.

On vacating the position of Secretary the Committee may at their discretion permit him to pay forthwith a subscription under Rule 12 whereupon he shall become an ordinary member without compliance with the usual formalities of election but he shall not be admitted to the privileges of membership until two days have elapsed from his so becoming a member.

Any previous continuous membership shall be taken into account for recording purposes.

## **DUTIES OF OFFICERS**

### **President and Chairman**

24

The President or in his absence the Chairman shall preside at all meetings [other than Committee meetings] of the Club.

### **Trustees**

25

All the personalty shall be vested in the Trustees and shall be held by them upon trust for the Club and for furthering the objects of the Club as provided by Rule 1 of these Rules. In the event of the Club being dissolved all such property shall be held by the Trustees upon trust for sale and after payment of all costs, charges and expenses incurred by the Trustees or the Club and of all liabilities thereof the residue of the money arising from the sale shall be disposed of as may be directed by a valid resolution of the Club or its duly constituted successor.

The Trustees shall have power, subject to authorisation by the committee, to mortgage or charge the personal property of the Club for the purposes of raising such moneys as may be required to carry on the Club for the benefit and convenience of its members.

Every Trustee shall be entitled to be indemnified by the Club from and against all liability costs claims and demands incurred or suffered by him arising out of and

in connection with anything done by him bona fide as such Trustees of the Club or at the request of and in accordance with a Resolution of the Committee and the Trustees shall be authorized to charge the assets of the Club in their hands to satisfy any such liability. If the assets of the Club shall be insufficient for the purpose aforesaid then a special subscription shall be raised from and become payable by those persons who shall at the time such indemnity is invoked be members of the Club who shall contribute thereto such amounts as shall be determined by Resolution of the Committee.

The Trustees shall be elected at a General or Special General Meeting by a majority of the members present and entitled to vote thereat, and remain in office during the pleasure of the Club.

Any or all of the Trustees may be removed by a majority of three-fourths of the members present at a Special General Meeting called for that purpose in the following manner.

The Secretary shall summon the meeting:

- (a) at the direction of the committee, or
- (b) upon a request forwarded to him signed by one-fifth of the members or thirty members whichever is the less stating the objects of such meeting and shall thereupon give fourteen days notice thereof by circular sent by him to all members who have paid their current years subscription, and to the Trustees, and by a notice posted in the Club premises.

In the case of a vacancy caused by removal, resignation or death another Trustee shall be elected at an Annual General Meeting or Special General Meeting called for that purpose in the manner as provided in Rule 39.

### **Treasurer**

26

The Treasurer shall be responsible for seeing that all moneys, whether received by himself, the Secretary, any other official, Manager or any other paid employee of the Club, are duly paid into the Club's bank account at least once a week. He shall also see that all debts of the Club are paid as directed by the committee (except petty cash payments) by cheques signed by two authorised signatories up to and including £3000 and by any three authorised signatories for amounts in excess of £3000.

He shall, at every regular meeting of the committee (or more often if required) produce the paying in book or bank statements for inspection showing that the foregoing duties have been carried out.

He shall keep such accounts, documents and other papers of the Club, not otherwise kept by the Secretary, in such manner and for such purposes as the committee may direct.

### **Secretary**

27

The Secretary shall on all occasions in the execution of his office act under the superintendence, control and direction of the Committee.

He shall ensure that the Club Premises Certificate is acquired, maintained, and displayed in a prominent position in the Club premises as required under the Licensing Act 2003.

The Secretary shall be the 'nominated person' responsible for the custody of the Club Premises Certificate.

He shall receive moneys on account of the Club and pay the same to the Treasurer or direct to the Club's bank. He shall keep such accounts, documents, and papers of the Club in such manner and for such purposes as the Committee may direct.

He shall summon and attend all meetings and take minutes of the proceedings.

He shall in every year prepare or cause to be prepared the balance sheet or income and expenditure account and submit the same to the auditor of the Club.

He shall keep upon the Club premises a register of the names and addresses of the Club members and a record of the latest payment of their subscription.

He shall be responsible for the insurance of the Club against fire and burglary and in respect to liability for accidents occurring to the Club servants and for any other purposes directed by the Committee.

He shall comply with the requirements of the Commissioners of Inland Revenue with regard to the deduction of Income Tax from the wages or salaries of employees and with the requirements of the National Insurance Acts in respect to such employees.

He shall acquire copies of the Club Rules and shall be obliged to provide a copy thereof to any member on request, on receipt of payment as the Committee may determine.

He shall carry out such other duties as are reasonably incidental to the office of Secretary.

## **AUTHORITY OF THE COMMITTEE**

28

The Committee shall conduct the general business of the Club, regulate the internal management, have power to enforce Rules, and make such bye-laws as may be necessary for the conduct of the Club in conformity with these Rules.

At the first meeting after the Annual General Meeting the Committee shall elect a Chairman from among their own number.

It may appoint other sub-committees, which shall manage several departments of the Club under the supervision of the Committee.

29

No resolution passed by the Committee shall be rescinded unless notice shall have been given at a previous meeting of the Committee of intention to propose such rescission.

30

The Committee shall have power to reprimand, suspend for a period not exceeding one year, or expel any member who shall infringe any Rule or whose conduct in or out of the Club premises, shall in its opinion, be prejudicial to the Conservative cause, or to the character or interests of the Club. Any member guilty of conduct



likely to endanger the welfare, unanimity or good order of the Club, or whose political opinions or actions are found to be inconsistent with the Rules shall be expelled by the Committee.

The Chairman or Secretary shall be empowered to order the immediate withdrawal of any member whose conduct on the Club premises, in their opinion, conflicts with the Rules of the Club. The matter must be reported to the Committee at a meeting which must be held within seven days of the committal of the alleged offence. The expelled member shall have no right of re-entry to the Club premises until summoned to appear before the Committee.

In all cases other than provided in the second paragraph of this Rule, any complaint against a member shall be considered by the Committee at its regular meeting in compliance with Rule 21 and specifically with Rule 55. The Committee shall be empowered to require the member concerned to withdraw from the facilities of membership, upon receipt of notice summoning him to appear before it, until the date of the meeting to which he has been summoned..

If the Committee is of the opinion that the complaint or complaints do not warrant the member being summoned to appear before it, the member in question must be immediately notified to this effect and shall be free to resume his rights as a member.

If the Committee is of the opinion that the complaint or complaints do warrant the member being summoned to appear before it, at least seven clear days notice in writing shall be given by the Secretary to the member of his being so summoned. The notice shall contain a statement detailing the complaint or complaints brought against him.

No member shall be reprimanded, suspended or expelled without first being summoned before the Committee at which appearance he shall be given the full opportunity to defend himself. No member shall be reprimanded, suspended or expelled unless the Committee assembled to hear such complaint or complaints vote by a majority of two thirds of the Committee then present that such course of action is appropriate. The Committee's decision shall be final.

A member summoned to appear before the Committee to answer a complaint or complaints concerning his conduct should acknowledge the receipt of the Committee's letter and attend the enquiry as indicated. The Committee is empowered to proceed with the case in his absence if the member concerned does not attend the meeting as requested or fails to give any adequate explanation for his failure to attend.

Notwithstanding the foregoing provisions of this Rule the Committee shall not be obliged to summon a member to appear before it in respect of an offence for which he has already been convicted and sentenced in any Court of Law

The Committee, or any officer authorised by it in writing, shall have power to give orders to tradesmen and other for goods and other things necessary for carrying out the purpose of the Club, subject to agreed financial limits determined by the Committee. Nothing in this Rule shall empower the Committee, or any officer authorised by it to incur expenditure except such as is consistent with the purposes for which the Club is established.

No claim will be recognized or paid for any work done or for any goods supplied to the Club, without an order from the Committee, or from any officer authorised by it. Members of the Club shall be entitled to contract with the Club for supply by them of goods and services which shall be subject to competitive closed bids, to be considered by Committee. Audit procedures or business in respect of the Club's accounts shall be subject to separate Treasurer / Committee consideration.

## **ELECTION OF OFFICERS AND COMMITTEEMEN**

32

Every candidate for office shall be proposed and seconded by two members entitled to vote. His current subscription must have been paid and he must have been a member for the previous twelve months, and be not less than 18 years of age.

33

Each member shall have one vote for each vacancy, and no member shall give more than one vote to any candidate.

34

At least three weeks prior to the day appointed for the commencement of the ballot a notice shall be posted on the Club Notice Board by the Secretary, inviting the nomination of candidates for the office of Committeeman or Officer of the Club. The notice shall remain so posted for ten days.

35

The names of all candidates for office in the Club, together with the names of their proposers and seconders, shall be entered on a nomination sheet which shall be posted on the Club Notice Board seven clear days before the day appointed for the commencement of the ballot and shall remain so posted until the result of the ballot has been declared.

36

[a] The Committee shall appoint three scrutineers to carry out the ballot under their direction, and the result of the ballot shall be declared at the ensuing Annual General or Special General Meeting.

No Officer or Committeeman of the Club or candidate may be appointed a scrutineer.

[b] In the case of a tie between two or more candidates, the names of such candidates shall be written on pieces of paper, which shall be placed in a receptacle, from which the Chairman shall draw as many names as there are vacancies to be filled.

The names thus drawn shall be declared duly elected.

[c] If a member is elected for two offices, he shall choose which office he wishes to fill.

The vacancy thus arising shall be filled by the unsuccessful candidate with the highest number of votes, but if there shall be no such candidate, the office shall be filled by the method prescribed in Rule 38.

37

The number of hours and dates during which the ballots shall remain open shall be determined by the Committee and a notice displayed on the Club Notice Board to that effect.

### **Casual Vacancies**

38

Any casual vacancies, except vacancies occasioned by removal under Rule 40, occurring amongst the Officers (other than Trustees) and committee members shall be actioned by the Committee which shall appoint a person to fill the office. Any person so appointed shall be eligible for consideration for reappointment in accordance with Rule 21.

### **Resignation of the Committee**

39

In the event of the sufficient numbers of committee members resigning at any time, the Secretary shall display notices within the Club to this effect and obtain nominations for consideration for future committee membership during the following fourteen days. A ballot shall be held within the following seven days thereafter should there be more nominations than vacancies.

The nominees for Committee, or candidates successful as a result of a ballot shall be declared at a Special General Meeting called by the Secretary for the purpose of acceptance and registration.

### **Removal of Committee and Election of new Committee**

40

The Committee, or any member or members thereof, may be removed by a majority of three-fourths of the members of the Club present and voting at a Special General Meeting called for that purpose.

The election of a new Committee or any member or members thereof shall take place in the manner prescribed in the previous Rule upon resignation of the Committee.

## **APPOINTMENT AND DUTIES OF THE AUDITOR**

41

- [a] The members at the Annual General Meeting shall elect an auditor / accountant who publicly carries on the business of accountant to verify the accounts for the ensuing year.
- [b] The auditor / accountant shall audit the accounts and for that purpose shall have access to all books of the Club.
- [c] He shall examine the accounts and the receipts and expenditure, funds and effects of the Club, and shall verify the same with the vouchers relating thereto, and shall either sign the same as found by him to be correct and duly vouched , or shall report in what respects he finds them incorrect or unvouched.
- [d] No member of the Club shall be the Club's auditor or accountant for the purpose of the Club's audit.

## **GENERAL MEETINGS**

### **Annual General Meeting**

42

The Annual General Meeting shall be held in the month of April on a day to be fixed by the Committee.

43

Notice of such Annual General Meeting shall be posted on the Club Notice Board for at least twenty-one clear days before the date appointed for the Meeting.

The Agenda of the Annual General Meeting shall be posted on the Club Notice Board for at least seven clear days before the date appointed for the Meeting. No business other than that specified in the Agenda shall be transacted at the Meeting.

A copy of the balance sheet and income and expenditure account for the year, with the report of the auditor, shall be posted on the Club Notice Board at least seven days before the Annual General Meeting.

44

At the Annual General Meeting a statement of affairs, the balance sheet, income and expenditure account and report of the auditor shall be presented, together with a report of the ballot for the Committeemen and Others.

## **Special General Meetings**

45

The Secretary shall summon Special General Meetings as follows:

- [a] In accordance with Rule 39.
- [b] At the direction of the Committee.
- [c] Upon a request forwarded to the Secretary, signed by one fifth of the members or 30 members whichever is the less, stating the objects of each meeting in accordance with Rule 46.

Meetings summoned under the provisions (b) and (c) above shall be held within not less than twenty one days and not more than twenty eight days from the date of the receipt of the request in writing by the Secretary.

46

Notice of any Special General Meeting, and of the object for which it is called, shall be posted on the Club Notice Board a clear fourteen days before the date appointed for such meeting.

## **Meetings Quorum**

47

At an Annual General Meeting or Special General Meeting one-fifth of the members, or 30 members whichever is the less, shall form a quorum.

No want of a quorum occurring after the Chairman has opened the meeting shall make a meeting incompetent to transact business.

## **Adjournment of Meetings**

48

Any Annual General or Special General Meeting may be adjourned to such time as a majority shall decide, but no business other than that which could have been transacted at the original meeting shall be brought forward at such adjourned meeting.

## **Reconsideration of Resolutions**

49

No resolution passed at an Annual General Meeting or Special General Meeting shall be reconsidered within six months of the date of the AGM or SGM when the resolution was carried. Notice of the intention to propose such reconsideration by a member or members shall have been given to the Secretary in writing to convey to the Committee for consideration and to affect the appropriate action.

## **Voting**

50

At all General Meetings every member present shall have one vote on each resolution.

## **VISITORS**

51

Every member shall normally be permitted to introduce one person as a visitor; but the same visitor shall not be admitted on more than four occasions within a period of one calendar month. A family or group of guests may be admitted on specific occasions when accompanied by a known member providing that all such visitors' names are entered in the Visitors Book. The Committee reserves the right to refuse the admission of any visitor if in its opinion it is desirable in the interests of the Club.

Members of other Clubs or other organisations who have been invited to take part in organised events or persons attending a meeting or function held in the name of The Conservative Party may at the discretion of the Committee be admitted to the Club as guests of Members. Intoxicating liquor may be sold to such persons for consumption on the premises.

Club members responsible for organising such events shall be in attendance at all times during the presence of the Visitors.

52

The names of the visitor, or visitors, and the name of member by whom introduced shall be written in the A.C.C. Visitor's Book kept for that purpose.

53

No person who has been expelled, from this or any other Conservative Club affiliated to or inter-affiliated with the Association of Conservative Clubs Limited shall be admitted as a visitor. Furthermore, no person who has resigned his membership at the request of the Committee, or has had his application to become a member of the Club rejected, or who is indebted to the Club [ see Rule 15 ] shall be admitted as a visitor.

## **MISCONDUCT OF MEMBERS**

54

Unlawful or disorderly conduct shall not be permitted on the Club premises.

Any infringement of this Rule will render the offending member liable to be dealt with by the Committee under Rule 30.

It shall be the duty of any member of the Committee or member of the Club to take every available means for putting a stop to the offences in question, and to report them forthwith to the Committee through the Secretary.

## **COMPLAINTS**

55

Any complaint or suggestion, except those relating to staff or other Club members, shall be made in writing to the Secretary or entered in the Suggestions Book provided for that purpose, and must include the signature and membership number of the member taking such action.

Any complaint relating to staff or other Club member in respect of management or internal affairs of the Club shall be addressed in writing to the Secretary of the Club for submission and determination by the Committee.

Any alleged unsatisfactory conduct by an employee of the Club shall not be subject to personal reprimand by others, but shall, in the first instance be addressed by the Secretary, and submitted for action by the Committee if appropriate.

## **HOURS OF OPENING AND CLOSING PREMISES**

56

The Club premises shall be open to the members during such hours as may be determined from time to time by the Committee.

## **HOURS OF SUPPLY**

57

The permitted Club opening hours, and times for the supply of intoxicating liquor shall comply with the Club's Premises Certificate, as subject to the requirements of the Licensing Act 2003, as approved and issued by the Licensing Authority.

## **EXCISABLE ARTICLES**

58

The proceeds of the supply of excisable items shall be carried to the credit of the Club funds and no individual paid employee or other person shall derive any advantage from the supply thereof.

## **APPLICATION OF SURPLUS**

Any surplus of the Club shall be applied in such a manner as the Committee consider best in the interests of the Club, and in furtherance of the objects for which the Club is formed, provided that no surplus shall be distributed among the members.

Any surplus on dissolution of the Club shall be dealt with as provided in Rule 26.

## **AMENDMENT OF RULES**

Any Rule of the Club not hereinafter declared to be fundamental may be rescinded or amended or any new Rule made by a resolution carried by three fourths of the votes given thereon at any Special General Meeting of which notice has been given specifying the intention to propose such a rescission, amendment or new Rule.

Rules 1, 3, 26, 61 and this Rule are hereby declared to be fundamental and shall not be rescinded or amended, except with the prior consent in writing of the Association of Conservative Clubs Limited and by a resolution carried by three fourths of the votes given thereon at a Special General Meeting as provided in this Rule.

Propositions for amendments of Rules must be submitted in writing to the Committee one month prior to the date of such Meeting, and shall be posted on the Club Notice Board at least fourteen days before the Meeting. No proposition shall be taken into consideration unless supported by ten members who shall attach their signatures to such notice.

Written notice of any new Rule or amendment of Rules must be given by the Secretary to the Licensing Authority within 28 days of the adoption thereof.

## **DISSOLUTION**

In the event that the Club may have be dissolved, a Special General Meeting shall be arranged for this purpose in compliance with Rule 25. Members would be advised by post of such a proposal at which time a postal ballot will be held to determine membership opinion . A 60% return of ballot papers shall be required to validate the ballot. A 75% majority vote of the returned ballot papers would be necessary to effect the action for dissolution of the Club.

## **BY-LAWS**



All legislative matters not covered in the Rules shall be the subject of By-Laws which shall be made, amended and repealed by the Committee in the course of a Committee Meeting convened, quorate and conducted in accordance with these Rules.

The full text of any By-Law shall appear in the minutes of the meeting where they were made. The subject of any proposed By-Law must appear on the Agenda of the meeting where it is to be decided .

At all times the full text of all By-Laws in effect shall be displayed on at least one Club notice board and any new By-Law shall not take effect until it has so appeared.

### **Glossary of Terms.**

In the context of Club Rules:

‘Chairman’ shall relate to male or female gender.

‘Committeemen’ shall mean male or female member.

‘He’ or ‘his’ or ‘himself’ shall mean male or female member.

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## **LIST OF BY-LAWS**

### **1.0 Bills, Notices, Books, Papers, etc..**

No bill, notice, book, newspaper, paper or pamphlet, written or printed shall be displayed or distributed on or about the Club premises without the permission of the Committee, or person authorised by it. No member shall take away, damage or destroy any such article whose presence has been so permitted.

### **2.0 Petitions.**

No Committee member or Officer of the Club shall sign any petition or document on behalf of the Club, relating to matters not immediately connected with the management of the Club without the sanction of the Committee.

### **3.0 Damage to Property.**

Any person damaging the furniture or other property of the Club shall make good the same, at their own expense, to the satisfaction of the Committee.

### **4.0 Dogs.**

Dogs shall not be allowed on the Club premises except at the discretion of the Committee.

### **5.0 Mode of Dress.**

Members are expected to wear a suitable mode of dress at all times. The wearing of caps or hats is not permitted within the Club., except for ladies who may wear hats, if they so wish, at private functions..

Offensive T-shirts, ragged jeans or trousers are not permitted. Tailored shorts of suitable length may be worn.

Any person not complying with these requirements may be asked to leave the Club by any Committee member or Officer of the Club.

#### 6.0 Admittance of Children.

Children may be admitted to the Club premises whilst under parental or guardian control during normal operating hours, but shall not be permitted to enter the bars servery areas or remain in the Club beyond the 9.00 pm threshold. Club officers or committee members are authorised to ask those responsible for the children to take action to effectively control any unruly activity, otherwise they may be asked to leave the premises.

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## CONTENTS

### NAME AND OBJECTS OF CLUB

### MEMBERSHIP

Election

Special Classes of Membership

Disqualification of Candidates

Resignation of Membership

### SUBSCRIPTIONS

None payment of Subscriptions

### CHANGE OF ADDRESS

### INTER-AFFILIATION CARD HOLDERS

### CESSATION OF MEMBERSHIP

### OFFICERS

### THE COMMITTEE

Appointment of Secretary

### DUTIES OF OFFICERS

President and Chairman

Trustees

Treasurer

Secretary

### AUTHORITY OF COMMITTEE

### ELECTION OF OFFICERS AND COMMITTEEMEN

Casual Vacancies

Resignation of Committee

Removal of Committee and Election of new Committee

### APPOINTMENT AND DUTIES OF THE AUDITOR

### GENERAL MEETINGS

Annual General Meeting

Special General Meetings

Meetings Quorum

Adjournment of Meetings

Reconsideration of Resolutions  
Voting  
VISITORS  
MISCONDUCT OF MEMBERS  
COMPLAINTS  
HOURS OF OPENING AND CLOSING PREMISES  
HOURS OF SUPPLY  
EXCISABLE ARTICLES  
APPLICATION OF SURPLUS  
AMENDMENT OF RULES  
DISSOLUTION  
BY-LAWS  
GLOSSARY OF TERMS

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**Rules**  
OF THE

**Walton, Hersham  
and Oatlands  
Conservative Club**

The Association of Conservative Clubs Ltd  
24 Old Queen Street London SW1H 9HP

