



**Tally Ho Sports and Conferencing Centre
Pershe Road, Edgbaston, Birmingham, B5 7RN**

Club Rules

Approved by the Members of the Club on 26th January 2017

Interpretation

1. Interpretation

1.1. The following definitions and rules of interpretation apply in these Rules

Affiliated Member: a Member who falls within one of the below and who has been granted membership of the Club in accordance with Rule 8.2 and shall have the rights as confirmed by Rule 7.4:

- (a) a serving officer of a United Kingdom Police Service;
- (b) an employee of the United Kingdom Police staff including Police Community Support Officers and Special Constables; or
- (c) a serving member of Her Majesty's Military Forces, Emergency Services linked to the police force.

Annual General Meeting: means an annual general meeting of the club called and carried out in accordance with Rules 53 - 57 inclusive.

Associate Member: means any Non Police Personnel who has been granted membership of the Club in accordance with Rule 8.1 and shall have the rights as confirmed by Rule 7.3.

Auditor: means the Director of Resources for the time being of West Midlands Police.

Chairman: means the individual as appointed in accordance with Rule 18.

Club: means the West Midlands Police Sports & Social Club.

Club Director: means the individual employed by the Club to be responsible for amongst other items all those items at Rule 23.

Club Manager(s): means the Finance and Business Manager and the Catering Manager and any other manager who may be appointed by the Club.

Club Premises: means Tally Ho Sports & Conferencing Centre, Pershore Road, Edgbaston, Birmingham, B5 7RN and any other property owned by the Club or which the Club has the right to occupy.

Duty Manager: means the person who has full and proper training in all aspects of the safeguard of the clients and employees of the Club. They are key holders and are authorised to make decisions which protect and enforce rules and procedures set by the Management Committee and the Club Director to ensure the Club and West Midlands Police are not brought into disrepute

Executive Committee: means the executive committee as defined in Rules 30 - 41.

Extraordinary General Meeting: a General Meeting other than the Annual General Meeting

Full Member: means a Member who pays the required Subscription and is either:

- (a) Police Personnel, or
- (b) retired Police Personnel

and who shall have the rights as confirmed by Rule 7.1.

General Meeting: an Annual General Meeting or and Extraordinary General Meeting.

Guest: means a guest of a Member as defined in Rule 16.

Honorary Member: means any retired Police Personnel who was a Full Member of the Club for a minimum of six months prior to their retirement but has not elected to continue to pay any Subscription to the Club.

Life Member: means any person who is bestowed the position by the Full Members in accordance with Rule 7.5.

Local Club: means a body recognised by the Management Committee in accordance with Rule 28.

Management Committee: means the elected representative body of the Members of the Club as established pursuant to Rule 25 which shall exercise a general supervisory role in regard to the affairs of the Club and shall have in particular the specific powers and responsibilities as stated in Rule 26.

Member: means a member of the Club admitted in accordance with Rule 6 and belonging to one of the classes of membership at Rule 7.

Model Club Rules: the model club rules attached to these Rules.

Non Police Personnel: means someone who does not fall within the definition of Police Personnel and can be classed within one of the following:

- (a) contractors, security officers and other affiliated persons who work within West Midlands Police;
- (b) relatives or friends of Full Members wishing to join Sporting Sections; or
- (c) any police officer, police staff or other affiliated persons previously linked to the police force that has left West Midlands Police Force (other than on retirement) as a Full Member who wishes to continue as a Member.

Officers: means the President, the Vice President, the Chairman, and the Vice Chairman.

Police Personnel: means those serving as a West Midlands police officer or member of police staff including Police Community Support Officers and Special Constables. It also includes the Police and Crime Commissioner (including Deputy and Assistants) and his members of staff.

President: means the Chief Constable for the time being of the West Midlands Police.

Provisional Suspension: suspension in accordance with Rule 11.3.

Room Hire Policy: the policy to be decided on from time to time by the Management Committee in accordance with Rule 26.4 dealing with the hiring of rooms on Club Premises.

Rules: means the rules of the Club for the time being in force.

Secretary: means the Honorary General Secretary of the Club and if there is no person holding this position then the duties will be performed by the Executive Committee or as otherwise delegated under the Rules.

Sporting Section: means a group formed and run in accordance with Rule 29

Sports Forum: A meeting group formed by those Full Members of the Club who take part in sport representing West Midlands Police in community, league, national and international events to be chaired by the Club Director and held twice yearly

Stranger: means those along with Visitors allowed admission to the Club Premises other than Members and Guests as stated in Rule 17.

Subscription: means the subscription payable by a Member in accordance with Rule 14.

Termination: means termination of a Member's membership of the Club in accordance with Rule 13 and 'Terminate' will be read accordingly.

Trustee: means a trustee of the Club as defined in Rule 75.

Use of Facilities and Minibus Policy: the policy to be decided on from time to time by the Management Committee in accordance with Rule 26.4 dealing with the use and charges for facilities and minibuses.

Vice Chairman: means the individual(s) as appointed by Rules 20 to 22.

Vice President: means the Deputy Chief Constable for the time being of the West Midlands Police.

Visitor: means those along with Strangers allowed admission to the Club Premises other than Members and Guests as stated in Rule 17.

West Midlands Police Sports & Social Club Lottery: means a lottery run in accordance with Rules 71 to 74.

1.2. Headings in these Rules shall not affect the interpretation of these Rules.

1.3. Unless the context otherwise requires, words in the singular shall include the plural and the plural shall include the singular.

1.4. Unless the context otherwise requires, a reference to one gender shall include a reference to the other genders.

1.5. A reference in these Rules to a Rule is a reference to the relevant numbered Rule of these Rules unless expressly provided otherwise.

1.6. A reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time. A reference to a statute or statutory provision shall include all subordinate legislation made from time to time under that statute or statutory provision.

1.7. Any words following the terms **including, include, in particular, for example** or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.

Club Name and Address

2. The Club shall be called 'West Midlands Police Sports & Social Club'.

3. The Club headquarters shall be:-

Tally Ho Sports & Conferencing Centre, Pershore Road, Edgbaston, Birmingham, B5 7RN, or any other premises so determined by the Management Committee.

Objectives and Purpose of the Club

4. The Club's objectives are as follows:
 - 4.1. the promotion of all kinds of sports and pastimes,
 - 4.2. the encouragement of good fellowship, social and other recreational activities beneficial to its Members
5. The Club is a non-profit making organisation. All profit and surpluses will be used to maintain or improve the Club's facilities or to provide associated activities, events or other resources for the benefit of members. No profit or surplus will be distributed other than to another non-profit making body or to members on the winding up or dissolution of the Club.

Members

6. Such persons as are admitted to membership in accordance with the Rules shall be Members of the Club.
7. A Member shall belong to one of the following classes of membership:
 - 7.1. **Full Member** is a Member who pays the required Subscription and is either:
 - (a) Police Personnel, or
 - (b) retired Police Personnel and
 - 7.1.1. who shall have for the duration of their membership:
 - 7.1.1.1. full voting rights at General Meetings of the Club;
 - 7.1.1.2. access to and use of the Club Premises subject to the Room Hire Policy as appropriate;
 - 7.1.1.3. access to any sporting activity or playing surface and any associated facilities managed by the Club or the Local Club or Sporting Section (of which they are a member as per 7.1.1.4) subject to the Use of Facilities and Minibus Policy;
 - 7.1.1.4. membership of either a Local Club or a Sporting Section as applicable to their role or location as Police Personnel or their home address, or in the case of a Full Member who is retired Police Personnel their role or location as Police Personnel at the time of retirement or home address; in both instances provided that the Local Club / Sporting Section Committee approves the application;
 - 7.1.1.5. access to all offers as advertised on the West Midlands Police Sports and Social Club Website;
 - 7.1.1.6. the ability to vote to elect at an Annual General Meeting any person who consents so to act as Honorary Life Member of the Club in recognition of long and active membership of the Club or of special service to the Club.
 - 7.1.1.7. the option to participate in the West Midlands Police Sports & Social Club Lottery; and
 - 7.1.1.8. to the opportunity (if selected) to represent West Midlands Police and the Club at any Police Sport UK events or fixtures.

- 7.2. **Honorary Member** is any retired Police Personnel who was a Full Member of the Club for a minimum of six months prior to their retirement but has not elected to continue to pay any Subscription to the Club and
- 7.2.1. who **shall** have for the duration of their membership:
- 7.2.1.1. access to and use of the Club Premises subject to the Room Hire Policy as appropriate;
- 7.2.1.2. the option to participate in the West Midlands Police Sports & Social Club Lottery; and
- 7.2.1.3. access to offers as advertised on the West Midlands Police Sports and Social Club Website that do not have a subsidy from or cost to the Club.
- 7.2.2. who shall **not** have at any time:
- 7.2.2.1. any voting rights or entitlement to attend General Meetings;
- 7.2.2.2. any right of access to any sporting activity or playing surface or any associated facilities managed by the Club or any Local Club or Sporting Section;
- 7.2.2.3. membership of either a Local Club or a Sporting Section;
- 7.2.2.4. any right of access to any West Midlands Police premises other than the Club Premises; and
- 7.2.2.5. any right to represent West Midlands Police or the Club at any Police Sport UK events or fixtures.
- 7.3. **Associate Member** is any Non Police Personnel who has been granted membership of the Club in accordance with Rule 8.1 and who pays the required Subscription
- 7.3.1. who **shall** have for the duration of their membership:
- 7.3.1.1. access to and use of the Club Premises; subject to the Room Hire Policy as appropriate ;
- 7.3.1.2. access to any sporting activity or playing surface and any associated facilities managed by the Club or Sporting Section (of which they are a member as per 7.3.1.3) subject to the Use of Facilities and Minibus Policy
- 7.3.1.3. membership of a Sporting Section (if approved by the Sporting Section in question)
- 7.3.1.4. access to all offers as advertised on the West Midlands Police Sports and Social Club Website.
- 7.3.2. who shall **not** have at any time:
- 7.3.2.1. any voting rights or entitlement to attend General Meetings;
- 7.3.2.2. membership of a Local Club;

7.3.2.3. access to any sporting activity or playing surface and any associated facilities managed by a Local Club

7.3.2.4. the option to participate in the West Midlands Police Sports & Social Club Lottery unless specifically approved by the Executive committee

7.3.2.5. any right of access under these rules to any other West Midlands Police premises other than the Club Premises,

7.3.2.6. any right to represent West Midlands Police or the Club Sporting Section unless specifically approved by the Executive Committee

7.4. **Affiliated Member** is a Member who falls within one of the below and who has been granted membership of the Club in accordance with Rule 8.2 and

- (a) a serving officer of a United Kingdom Police Service;
- (b) an employee of the United Kingdom Police staff including Police Community Support Officers and Special Constables; or
- (c) a serving member of Her Majesty's Military Forces, Emergency Services linked to the police force

7.4.1. who **shall** have for the duration of their membership:

7.4.1.1. access to and use of the Club Premises subject to the Room Hire Policy as appropriate;

7.4.1.2. access to all offers as advertised on the West Midlands Police Sports and Social Club Website.

7.4.2. who shall **not** have at any time:

7.4.2.1. any voting rights or entitlement to attend General Meetings,

7.4.2.2. any right of access to any sporting activity or playing surface and any associated facilities managed by the Club, Local Club or Sporting Section;

7.4.2.3. membership of either a Local Club or a Sporting Section; unless specifically approved by the Executive Committee and the Local Club or Sporting Section

7.4.2.4. the option to participate in the West Midlands Police Sports & Social Club Lottery unless specifically approved by the Executive Committee

7.4.2.5. any right of access to any West Midlands Police premises other than the Club Premises; and

7.4.2.6. any right to represent West Midlands Police or the Club at any Police Sport UK events or fixtures.

7.5. **Honorary Life Member**

7.5.1. who **shall** have, for the duration of their life Subscription free, the status of a Full member, but without any voting rights.

8. Application and approval process for new Associate and Affiliated Members -

8.1. Associate Membership

- 8.1.1. Every new candidate for Associate membership shall be proposed and seconded by Full Members of the Club on the application form prescribed by the Management Committee for that purpose.
- 8.1.2. A period of 48 hours shall elapse between nomination for and election to membership of any new candidate (whether provisional in accordance with Rule 8.1.3 below or by the Executive Committee in accordance with Rule 8.1.5 below).
- 8.1.3. Subject to Rule 8.1.4 below the Club Director shall have the power to admit to provisional Associate membership any eligible candidate whose application appears to the Club Director to be in order. A provisional member shall be entitled until and unless their membership is terminated in accordance with Rule 8.1.4 below to enjoy all the rights and benefits (but be subject also to the liabilities) of the class of membership to which he has been provisionally admitted. If the Club Director is not satisfied as to the eligibility of the candidate or the correctness of the application the Club Director shall refer the question of admission to membership to the Executive Committee and no provisional membership shall apply.
- 8.1.4. The Executive Committee at its next meeting following the provisional admission to membership of a candidate shall have the right to terminate the provisional membership of such candidate. If the Executive Committee does not exercise the right to terminate then the membership of the candidate shall be deemed to have been accepted.
- 8.1.5. The Executive Committee shall have absolute discretion whether or not to admit to membership a candidate whose application is referred to it by the Club Director. The Executive Committee will be required to make a decision at its next meeting following the provisional admission to membership of a candidate as to whether the candidate will be admitted as a member of the Club, for the avoidance of doubt there will be no deemed acceptance of membership as set out in Rule 8.1.4.
- 8.1.6. The Executive Committee shall not be obliged to give any reason for a decision to terminate provisional membership in accordance with Rule 8.1.4 above or to refuse membership in accordance with Rule 8.1.5 above.

8.2. Affiliated Members -

- 8.2.1. Every new candidate for Affiliated membership shall apply to be an Affiliated Member of the Club on the application form prescribed by the Management Committee for that purpose.
- 8.2.2. Application to become an Affiliated Member will be considered by the Club Director and their recommendation as to whether to grant this and the Subscription payable will be presented to the Executive Committee for consideration at its next meeting.
- 8.2.3. The candidate will not be an Affiliated Member until membership is decided upon by the Executive Committee, there will be no provisional membership.
- 8.2.4. A period of 48 hours shall elapse between application for and election to membership of any new candidate

9. Members' Code of Conduct

- 9.1. Any Member, whether individually or as part of a team, or team representing West Midlands Police or the Club at any fixture, league or other sporting event shall be required to conduct themselves at all times in a manner which will not bring the Club or West Midlands Police into disrepute.
- 9.2. Any Member, whether individually or as part of a team, or team representing West Midlands Police or the Club at any social event at either the Club Premises or any other location shall be required to conduct themselves at all times in a manner which will not bring the Club or West Midlands Police into disrepute.
- 9.3. Any Member or Guest of a Member using any facilities of the Club shall be required to conduct themselves at all times in a manner which will not bring the Club or West Midlands Police into disrepute.
- 9.4. Any Member or Guest of a Member must show respect and consideration to the property, facilities, staff and the management team of the Club.

10. Discipline of Members

- 10.1. Any Member or employee of the Club who is aware of a breach of either Rule 9.1, 9.2, 9.3, 9.4, or 70 is required to report the breach to the Club Director, Duty Manager or a member of the Executive Committee as soon as possible. Failure to do so may render the Member liable to suspension as per Rule 11 or the employee to disciplinary action as deemed appropriate by the Club Director (or by the Executive Committee if the employee is the Club Director).
- 10.2. A Member's Guest or a Member, whether individually or as part of a team, who is in breach of either Rule 9.1, 9.2, 9.3, 9.4 or 70 may be subject to suspension (in accordance with Rule 11) or termination (in accordance with Rule 13) of their Club membership.
- 10.3. If any team is in breach of Rule 9.1, 9.2, 9.3 or 9.4, then those associated with the team who are Members may be subject to suspension (in accordance with Rule 11) or termination (in accordance with Rule 13) of their Club membership and the team may be subject to any further sanctions considered appropriate by the Executive Committee, including but not limited to:
 - 10.3.1. reduction of the relevant Sporting Section's current and future funding; and/or
 - 10.3.2. banning of the Members who comprise the team from using playing surface or facilities managed by the Club, Local Club or Sporting Section for a period of time (such time period to be determined by the Executive Committee)
- 10.4. Any action to be brought against a Member or team following an allegation or complaint which is brought to the attention of one of either the Club Director, the Executive Committee, the Management Committee or the Officers will be determined by the Executive Committee. If the Executive Committee determines that an investigation needs to be undertaken it will be solely responsible for deciding who will undertake the investigation and what action will be brought against any Member or team following the investigation. This may lead to termination (in accordance with Rule 13) of Club membership by the Executive Committee, or any further sanctions the Executive Committee considers appropriate.
- 10.5. Any Member or team showing disregard to the Club Premises, facilities, or any Club property may be subject to suspension (in accordance with Rule 11) or termination (in accordance with Rule 13) of Club membership.

11. Suspension of a Member

- 11.1. The Club Director, Duty Manager or the Executive Committee of the Club may suspend a Member or Members, in accordance with the provisions of Rule 10.
- 11.2. Suspension under this clause will prevent the Member from benefiting from any rights enjoyed by that Member in relation to the Club and any Local Club or Sporting Section save as set out in this Rule.
- 11.3. If under Rule 10.4 the Executive Committee determines that an investigation is to be undertaken, the relevant Member or Member's membership will be automatically provisionally suspended from the date the Executive Committee decides an investigation is to be undertaken to the date the Executive Committee makes its decision as to what action (if any) should be brought against the particular Member(s). The Executive Committee will make a decision promptly following the completion of the investigation.
- 11.4. During Provisional Suspension the Member's right to attend or submit written representation in answer to any allegation against them under Rule 11.5 will be postponed.
- 11.5. A Member shall be given written notice of their suspension. The notice shall confirm the date and time of the meeting convened to discuss the suspension. The Member will be given the opportunity to attend or submit written representation in answer to any allegation against them.
- 11.6. At the same time as the Member is notified of their suspension, notice of the suspension will also be given to the Local Club, so that they can ensure that they uphold the suspension and determine any other action as appropriate to the circumstances
- 11.7. If the Executive Committee decides to Terminate a Member's membership following suspension or Provisional Suspension the Member shall have the right to appeal in accordance with Rule 13.5.
- 11.8. If the Executive Committee (either following an investigation or otherwise) determines that any Provisional Suspension should not have occurred then the Executive Committee will consider whether a proportion of that Members Subscription (determined by the number of days suspension) shall be refunded to that Member.

12. Resignation of a Member

- 12.1. A Member may at any time withdraw from the Club by sending a written notice of resignation together with their membership card to the Club Director. Membership will cease on the date of the written resignation provided by the Member. Membership shall not be transferable and shall cease on death. Any person on ceasing to be a member shall forfeit all right to and claim upon the Club, the Club's property, any committee of the Club or any Member thereof. If a member decides to resign under this Rule then the Member will have no entitlement to a proportionate refund of their Subscription unless decided otherwise by the Executive Committee.
- 12.2. Any Member who is no longer eligible for the class of membership they currently enjoy will be deemed to have resigned on the date that their eligibility ceased.
- 12.3. Any Member who fails to pay their Subscription will cease to enjoy the rights that the Member previously enjoyed until the Subscription is paid in full, and confirmation of this has been notified to the Member by the Club Director. If following this notice any member does not pay all of the arrears of Subscription or notify the Club Director of

any relevant circumstances as noted in Rule 12.4, then when the Member is three months in arrears with their Subscription they will be deemed to have resigned from the Club without the requirement to serve notice as specified in Rule 12.1. The Club Director will provide written notice of deemed resignation to the Member along with an invoice for the outstanding Subscription.

- 12.4. Deemed resignation under Rule 12.3 will not take place where the Executive Committee agrees that the Subscription has not been paid due to long-term illness or maternity leave resulting in severance of salary. In such circumstances, at the discretion of the Executive Committee, membership will continue in the same category until either Subscription payments have been restored, the situation changes, the member resigns from the Club in accordance with Rule 12.1 or the Management Committee deems the member to have resigned in accordance with 12.3.
- 12.5. Should an Associate Member no longer be entitled to be an Associate Member either following the resignation of a Full Member under this Rule or following a change in circumstances the individual no longer qualifies to be considered as an Associate Member, they will be deemed to have resigned from the Club without the requirement to serve notice as specified in Rule 12.1 above.
- 12.6. Any Member who has either resigned under Rule 12.1 or has been deemed to have resigned under Rule 12.2 or 12.3 will be permitted to apply to be a Member of the appropriate class under Rule 8 save that any Member who is deemed to have resigned under Rule 12.3 three times or over will not be permitted to submit an application under Rule 8 in future for any category of membership whilst the Club is in existence regardless of what legal form the Club is established under.

13. Termination of Membership

- 13.1. Any Member of the club who is no longer eligible to be a Member of the Club following dismissal or being required to resign from the position which entitled them to be a Member of the Club for any reason shall have their membership terminated. They will not be permitted to submit an application under Rule 8 in future for any category of membership whilst the Club is in existence regardless of what legal form the Club is continuing under.
- 13.2. Any Member of the Club who voluntarily resigns whilst under any investigation by any United Kingdom Police Service or affiliated service (as determined by the Management Committee at that time) for any reason shall have their membership terminated. They will not be permitted to submit an application under Rule 8 in future for any category of membership whilst the Club is in existence regardless of what legal form the Club is continuing under unless the Executive Committee specifically permits.
- 13.3. Any individual or team who is in breach of Rule 9 and following investigation is deemed to have conducted themselves in a manner which is likely to bring the Club or West Midlands Police into disrepute shall have their membership terminated. They will not be permitted to submit an application in future for any category of membership whilst the club is in existence regardless of what legal form the Club is continuing under.
- 13.4. Should an Associated Member no longer be entitled to be an Associate Member following the termination of a Full Member under this Rule then their membership will be deemed to have terminated in the same manner as the relevant Full Member and they will be given notice of their termination in accordance with Rule 13.5. For the avoidance of doubt, if the relevant Full Member does not appeal their termination to

the Executive Committee in accordance with Rule 13.5 then the Associate Member will have no right to benefit from the right of appeal granted by Rule 13.5.

13.5. Termination shall be confirmed by the Club Director to the Member in writing. Following receipt of written confirmation of termination of membership the Member shall have the right to appeal to the Management Committee whose decision will be final. Any member of the Management Committee who is a member of the Executive Committee or who was involved in the original decision to Terminate membership shall be excluded from the appeal process.

13.6. Any person whose membership is terminated in compliance with the rules of the Club and has failed through appeal to reinstate their membership, shall immediately be excluded from the Club Premises and shall forfeit all right to and claim against the Club, the Club's property, any committee of the Club or any Member thereof.

14. Subscriptions and Sports Sections Funding

14.1. The Subscription for each membership category shall be determined by the Management Committee. The amount of the Subscription shall be reviewed and agreed annually by the Management Committee and ratified at the Annual General Meeting.

14.2. Subscriptions shall be deducted from salary wherever appropriate. If a Member does not pay their subscription by salary deduction then they shall make payment as directed by the Executive Committee.

14.3. A proportional percentage of the Subscription shall be distributed between the Club and the Local Clubs. These proportions shall be reviewed and agreed annually by the Management Committee and shall be effective if ratified at the Annual General Meeting.

14.4. Sporting Sections will receive an annual allocation of funding subject to presentation of a business case (as described at Model Club Rule 37) to the Club Director and as approved by the Executive Committee at Rule 36.4.

15. Register of members

15.1. The Club Director shall keep upon the Club Premises a register of the names and addresses of Members and class of membership that will be available for inspection by all Full Members, and will be used to validate Club membership. The registered address of a Member shall be recorded as the Club address.

Guests, Visitors and Strangers

16. Guests

16.1. A Member shall have the right to introduce Guests to the Club Premises. The member shall be responsible for the conduct of the Guest or Guests whilst they are within the Club Premises and shall ensure their Guest or Guests comply with the relevant sections of Rule 9.

16.2. If any Guest is found to be in breach of Rule 9 then the Member who is responsible for the particular Guest will be subject to Rule 10.2.

16.3. The Executive Committee may restrict the right of Members to introduce Guests, or restrict the facilities which may be afforded to Guests admitted to the Club Premises, for any specified period or periods, if in its discretion it considers for the convenience and comfort of the other Members as a whole that such limitations are warranted.

17. Visitors/Strangers

17.1. The following persons or groups may be admitted to the Club Premises as Visitors / Strangers in the circumstances below provided the below mentioned activity or function has been approved by the Club Director in conjunction with the directions of the Executive Committee or the Management Committee:

- 17.1.1. persons attending at or participating in any sporting or recreational activity staged at the Club Premises and organised and promoted by or on behalf of the Club or any Local Club or Sporting Section;
- 17.1.2. persons attending a pre-arranged function at the Club Premises promoted by a Member, admission to which is afforded by private invitation obtained otherwise than by payment at the door of the Club Premises; or
- 17.1.3. persons attending other functions organised or approved by the Club Director, Executive Committee or Management Committee.

Appointment of Officers of the Club

- 18. The Chairman will be appointed annually by the President. If no appointment is made the current chairman will be deemed to have been re-appointed and will continue to act as Chairman.
- 19. The Management Committee will be responsible for choosing and instructing the Club accountants. If new Club accountants need to be appointed urgently and the Management Committee is unable to call a meeting to choose Club accountants then the Executive Committee will be responsible for choosing and instructing the Club accountants.
- 20. The Vice Chairman will be elected at every Annual General Meeting to sit as Vice Chairman for a term culminating at the following Annual General Meeting ('Term').
- 21. The Vice Chairman shall serve until the Annual General Meeting following their election but shall be eligible for re-election
- 22. Election of Vice Chairman
 - 22.1. Nominations for the office of Vice Chairman shall be made by the Management Committee and shall be displayed in the Club Premises at least 10 days before the holding of the Annual General Meeting which shall include any Full Member nominated in accordance with Rule 22.2.
 - 22.2. Any Full Member of the Club shall be eligible to stand for office as Vice Chairman provided that a written nomination in the form prescribed by the Management Committee is submitted to the Club Director at least 12 days before the Annual General Meeting and that such nomination is supported by at least five Full Members of the Club.
 - 22.3. In the event of there being more than two nominations for Vice Chairman the election shall be conducted by a show of hands (unless the Chairman decides in his absolute discretion to hold a ballot) at the Annual General Meeting and the candidates obtaining the highest number of votes will be duly declared elected.

Club Director

23. The Club Director shall be responsible for
 - 23.1. The day to day running of the Club subject to policies laid down by the Management Committee and any decision of the Club in any General Meeting;
 - 23.2. Ensuring compliance with the administrative and registration requirements in relation to the Licensing Act 2003 and all other statutory instruments relating thereto;
 - 23.3. Review the Club's employee handbook and make any suggested amendments to the Executive Committee
 - 23.4. Maintaining such records and accounts as the Auditor shall direct and shall, when required so to do, render to the Management Committee or to a General Meeting of the Club an account of any monies received and expended by the Club;
 - 23.5. Ensuring that all expenditure presented for payment is in line with the policies laid down by the Executive/Management Committee and any decision of the Club in General meeting;
 - 23.6. Authorisation of any payment either by BACS, with the exception of those salary and expense payments for the Club Director; and
 - 23.7. Authorisation of any payment made by cheque which will be countersigned by one of four full members of the Club as approved by the Executive Committee and identified to the bank
 - 23.8. Carry out all obligations as specifically required to be carried out by the Club Director under the Rules or as decided by either the Management Committee, the Executive Committee or at a General Meeting.

Committee Confidentiality

24. During meetings of any committees (including but not limited to Executive Committee meeting, Management Committee meetings and sub-committee meetings) there may be matters discussed that are of a confidential nature. Committee members and representatives are to ensure that any confidential matters discussed will remain confidential unless confirmed otherwise by the chairman of the meeting. If a matter is confidential the minutes will show that the chairman of the meeting confirmed this and the minutes will only note any decision made or the fact that a confidential matter was discussed.

Management Committee

25. The Management Committee shall comprise:
 - 25.1. The Chairman;
 - 25.2. The Trustees of the Club (whose actions at Management Committee meetings will be limited in accordance with Rule 75.8); -
 - 25.3. Two Full Members of the Club who have retired from the West Midlands Police Force;
 - 25.4. Four members of each Local Club as elected under the club rules of each particular Local Club; and -

- 25.5. Two members to represent all of the Sporting Sections as elected at the Sports Forum meeting prior to the AGM.
26. The Management Committee without prejudice to its general supervisory role shall have the following specific powers (the below is not an exhaustive list):
- 26.1. The control of the allocation of funds in pursuance of the Club objectives as listed at Rule 4, in particular approval of the annual budget and monitoring of expenditure against the annual budget; as prepared and presented by the Club Director
 - 26.2. The responsibility for recognising and regulating the operation of Local Clubs and Sporting Sections;
 - 26.3. The power from time to time to make, vary and revoke bye-laws (so long as any variation or revocation will not be inconsistent with the Rules) for the regulation of internal affairs of the Club and the conduct of Members, Guests, Strangers and Visitors, and unless and until revoked, all such bye-laws shall be binding on Members;
 - 26.4. The power from time to time to make, vary and revoke policies (so long as any variation or revocation will not be inconsistent with the Rules) for the regulation of the operation of the Club Premises including the Room Hire Policy and Use of Facilities and Minibus Policy;
 - 26.5. The right to co-opt additional Members to the Management Committee to fill a vacancy arising on the Management Committee until the holding of the next annual general meeting of the relevant body at which that Member is co-opted;
 - 26.6. To, at the Management Committee meeting prior to the AGM, consider the recommendations of the Executive Committee regarding increases in Subscriptions (which will be reviewed annually with any changes to take effect from 1st April each year) and decide the amount to be proposed for confirmation at the AGM;
 - 26.7. To, at the Management Committee meeting prior to the AGM, consider any recommendation by the Executive Committee to change the proportion of Subscriptions which are allocated to Local Clubs in accordance with Rule 14.3 and decide the amount to be proposed for confirmation at the AGM;
 - 26.8. In the event that any Local Club or Sporting Section does not have an active committee and no or limited service is being provided to the Members, or the Local Club/Sporting Section Club fails to adopt the model Club Rules as required by Rules 28 and 29 to consider the viability of that club and to decide whether to suspend funding and / or take over bank accounts until such time as the matter has been resolved. These funds will be ring-fenced for use solely on services / offers for the members of that Local Club or Sporting Section as apparent. The Executive Committee will then consider alongside the Members who are associated with that Local Club or Sporting Section the options for its future, which could include (with the agreement of that Local Club or Sporting Section and the Management Committee) the amalgamation with another Local Club or Sporting Section which has an active committee, or the temporary chairing of a committee by a member of the Management Committee or Executive Committee until a properly constituted committee can be identified or other arrangements are put in place
 - 26.9. To, a Management Committee meeting prior to the AGM appoint six of its members of the Management Committee to sit on the Executive Committee in accordance with Rule 32.

- 26.10. To receive reports on the activity and or decisions of the Executive Committee that have taken place since the last meeting of the Management Committee and where necessary to ratify any decisions which require this.
- 26.11. Where a decision made by the Executive Committee is not within these rules deemed as final (has not been ratified in accordance with Rule 26.10) and for which an appeal is lodged with the Chairman, to consider the appeal and decide on the outcome and whether to or not to uphold the decision of the Executive Committee or substitute any alternative decision. When deciding on the outcome no member of the Executive Committee shall be allowed to take part in that part of the Management Committee meeting and shall not be entitled to vote on the matter.
27. The Management Committee may delegate any of its powers to any sub-committee appointed by it, such sub-committee comprising members of the Management Committee and any person or body that has the skills required to assist (as determined necessary by the Management Committee) where deemed appropriate such sub-committee to act in an advisory capacity only unless determined otherwise by the Management Committee.
28. The Management Committee may recognise any Local Club of the West Midlands Police Force. Prior to the Management Committee recognising and permitting the formation of a Local Club the Members seeking formation must present a business case to the Club Director. If neither the Club Director nor the Management Committee (if requested to review the business case by the Club Director) confirm acceptance of the business case then the Local Club will not be recognised by the Club. Any Local Club shall be a subsidiary club of the Club and shall adopt the Model Club Rules attached to these Rules and operate in accordance with the Model Club Rules.
29. The Management Committee may recognise and permit the formation of a Sporting Section by Members of the Club who wish to promote a particular sporting or recreational activity or interest within the Club. Prior to the Management Committee recognising and permitting the formation of a Sporting Section the Members seeking formation must present a business case to the Club Director. If neither the Club Director nor the Management Committee (if requested to review the business case by the Club Director) confirm acceptance of the business case then the Sporting Section will not be recognised by the Club. Any Sport and Social Group shall be a subsidiary club of the Club and shall be so recognised and permitted by the Management Committee provided that such group shall adopt the Model Club Rules attached to these Rules and operates in accordance with their Model Club Rules

EXECUTIVE COMMITTEE

30. The role of the Executive Committee is to:
- 30.1. Ensure that the decisions, strategies and policies agreed by the Management Committee are implemented and adhered to;
 - 30.2. Ensure that the operation of the Club and the conduct of its business are in accordance with the requirements as set out in the Rules;
 - 30.3. (if necessary) between Management Committee meetings to make such decisions as would normally be made at Management Committee meetings, any decisions subject to ratification in accordance with Rule 26.10 where required;
 - 30.4. support the day to day operation of the Club; and
 - 30.5. carry out all obligations as specifically required to be carried out by the Executive Committee under the Rules.

31. The Executive Committee shall consist of:
 - 31.1. the Vice Chairman (who will be chairman of Executive Committee meetings)
 - 31.2. up to six members of the Management Committee.
32. Volunteers for the six members to be appointed to the Executive Committee at Rule 31.2 will be sought from the Management Committee ('Volunteers') and the proposed election to the Executive Committee of the Volunteers shall be considered and determined by the Management Committee at its final meeting prior to the AGM. If there are more than six Volunteers then those members of the Management Committee present at the particular Management Committee meeting will vote by show of hands on the Volunteers to be elected to the Executive Committee. A Volunteer will be ineligible to take part in the vote to determine whether their particular election is approved, but shall be permitted to vote in relation to the other Volunteers. If following the vote of those members of the Management Committee who are eligible to vote there is an equal vote in relation to Volunteers (with the result being that there would be more than six Volunteers elected to the Executive Committee) then the chairman of the Management Committee meeting shall decide which of the Volunteers who share an equal vote will be elected to the Executive Committee.
33. The elected six Volunteers will serve until the Management Committee meeting prior to the next AGM. On a rotational basis two members of the Executive Committee will be required to retire from the Executive Committee but if willing to be so, they will be re-elected if there are no new Volunteers. The Executive Committee will determine which two members of the Executive Committee are to be required to retire by voting on the matter, if there is an equal vote the Vice Chairman will have a deciding vote.
34. The Club Director will provide such support and information as is required by the Executive Committee to transact its business as detailed in the Rules.
35. Meetings of the Executive Committee shall take place on a monthly basis unless there is no business to transact as advised by the chairman of the Executive Committee.
36. The Executive Committee is authorised by the Management Committee to:
 - 36.1. Make initial enquiries into membership in accordance with Rule 8
 - 36.2. Monitor expenditure against budget and make recommendations to the Management Committee on any action required to maintain the solvency of the Club; to include but not limited to increasing Subscriptions and amending fees payable under the Room Hire Policy;
 - 36.3. Make initial enquiries to explore opportunities that arise in relation to expanding/improving the business of the Club and/or services to Members;
 - 36.4. Consider requests for annual funding allocations for each of the Sporting Sections recognised by the Management Committee at Rule 29;
 - 36.5. Receive requests supported by a business case from the Club Director regarding all Police Sport UK and any other sporting activities not included in the requests for funding as detailed at 36.4 above; -
 - 36.6. Receive requests (which should be supported by details of cost and the nature of the commitment) for Officers / Members / or Club staff to sit on any regional or national sporting organisation or body concerned with the management of sports and social clubs which will incur costs to the Club; -

- 36.7. Delegate any of their powers to any committee consisting of one or more members of the Executive Committee as at that time;
 - 36.8. Delegate to the Club Director such powers as may be considered by the Executive Committee desirable to be exercised by the Club Director. Any such delegation may be made subject to any conditions the Executive Committee may impose;
 - 36.9. Set (as part of the performance review process) the performance objectives for the Club Director and agree those proposed by the Club Director for the other Club Managers;
 - 36.10. Review the documentation and evidence to support the performance of the Club Director and Club Managers (as provided by the Club Director and make decisions on any pay awards and –
37. The Executive Committee will be required to maintain minutes of its meetings and report all decisions and actions it takes at the Management Committee meeting following such action or decision.-
 38. The Executive Committee shall have the authority to co-opt additional Management Committee members to the Executive Committee when deemed necessary and to determine the length of time that any co-opted Management Committee member shall remain on the Executive Committee. This will be reported to the Management Committee at its next meeting following the co-opt.
 39. The quorum for the Executive Committee will be 3 members of the committee. A decision may not be taken by the Executive Committee if a quorum is not present.
 40. All acts done by the Executive Committee, or by a person acting as a Member of the Executive Committee shall, notwithstanding that it be afterwards discovered that there was a defect in the appointment of any member of the Executive Committee or that a Member was no longer a member of the Executive Committee, or was not entitled to vote, be as valid as if every such person had been duly appointed and was qualified and had continued to be a member of the Executive Committee and had been entitled to vote.
 41. The Executive Committee shall identify 4 full members of the Club to be cheque signatories to the Club bank accounts as required at Rule 63.2 and shall have access to online banking for payment authorisation and balance monitoring in the absence of the Club Director.-

Proceedings of the Management Committee

42. The Management Committee shall meet as often as necessary to conduct its business and meet at least once a year. Additional meetings may be called at the request of the Chairman, the Vice Chairmen or any 10 members of the Management Committee. A quorum for Management Committee meetings shall be 6 members of the Management Committee excluding the chairman of the meeting.
43. The chairman of any Management Committee will be the Chairman; if the Chairman is not present the Vice Chairman will be the chairman of the meeting. If neither the Chairman nor the Vice Chairman is in attendance at any meeting of the Management Committee, the members of the Management Committee present at the meeting must appoint another member of the Management Committee present at the meeting to be chairman of the meeting and the appointment of the chairman of the meeting must be the first business of the meeting.
44. Each member of the Management Committee shall be entitled to one vote. No proxy voting is permitted.

45. Any Local Club or Sporting Section that does not have representation for two consecutive Management Committee meetings will be excluded from voting in the following meeting. Such exclusion will have a roll over effect in relation to missed Management Committee meetings (therefore if a Local Club or Sporting Section misses 4 consecutive meetings they will not be able to vote in the first two Management Committee meetings they attend). The exclusions will not apply in the case of the appointment of a new Local Club or Sporting Section representative until the new appointee has failed to attend two consecutive meetings.
46. Subject to the provisions of the Rules, the members of the Management Committee may regulate their proceedings as they think fit. Questions arising at a Management Committee meeting shall be decided by a majority of votes. In the case of an equality of votes, the chairman of the meeting shall have a second or casting vote.
47. The continuing members of the Management Committee or a sole continuing member of the Management Committee may act notwithstanding any vacancies in their number, but, if the number of members of the Management Committee is less than the number fixed as the quorum, the continuing members or member of the Management Committee may act only for the purpose of filling vacancies or of calling a General Meeting of the Club.
48. All acts done by the Management Committee, or of a sub-committee of the Management Committee, or by a person acting as a member of the Management Committee shall, notwithstanding that it be afterwards discovered that there was a defect in the appointment of any member of the Management Committee or that Member was no longer a member of the Management Committee, or was not entitled to vote, be as valid as if every such person had been duly appointed and was qualified and had continued to be a member of the Management Committee and had been entitled to vote.
49. Save as otherwise provided by the Rules, a member of the Management Committee shall not vote at a meeting of the Management Committee or of a sub-committee on any resolution concerning a matter in which he has, directly or indirectly, an interest or duty which is material and which conflicts or may conflict with the interests of the Club. Any member of the Management Committee is under an obligation to declare any likely or proposed conflict to the meeting prior to a vote being taken and also to declare at the earliest opportunity any likely or proposed conflict that comes to his attention following the resolution being passed. If his interest or duty arises only because the case falls within one or more of the below sub-paragraphs then the Member will be entitled to vote:
 - 49.1. The resolution relates to the giving to him of a guarantee, security or indemnity in respect of money lent to, or an obligation incurred by him for the benefit of, the Club;
 - 49.2. The resolution relates to the giving to a third party of a guarantee, security or indemnity in respect of an obligation of the Club for which the Member has assumed responsibility in whole or part and whether alone or jointly with others under a guarantee or indemnity or by the giving of security;
 - 49.3. His interest arises by virtue of his subscribing or agreeing to subscribe for any debentures of the Club or by virtue of his being, or intending to become, a participant in the underwriting or sub-underwriting of an offer of any such debentures by the Club for subscription, purchase or exchange;
50. A member of the Management Committee shall not be counted in the quorum present at a meeting in relation to a resolution on which he is not entitled to vote.
51. If a question arises at a meeting of members of the Management Committee or of a sub-committee as to the right of a member of the Management Committee or sub-committee to vote, the question may, before the conclusion of the meeting, be referred to the chairman of the meeting and his ruling in relation to any member of the Management Committee or

sub-committee other than himself shall be final and conclusive. Where there is a question as to the chairman of the Management Committee meeting's right to vote raised by 75% or over of the Management Committee members present at the particular Management Committee meeting then the chairman of the Management Committee will not be entitled to vote and (should the resolution to be decided on have equal votes) then the members of the Management Committee present at the meeting must appoint another member of the Management Committee present at the meeting to be chairman of the meeting and have a casting vote for the purpose of deciding on the particular resolution only.

Minutes of Meetings

52. Minutes shall be taken of all proceedings of the Executive Committee and the Management Committee or any sub-committee and shall be circulated to all those entitled to attend those meetings. All members of the Executive Committee and Management Committee or any sub-committee will have the opportunity to read the minutes and to raise (and put on record) any questions or concerns in relation to the accuracy of the same either directly with the chairman of that particular meeting or at the next meeting of that particular committee.

General Meetings

53. The Club shall in each calendar year hold a General Meeting as its Annual General Meeting in addition to any other meetings in that year and shall specify the Annual General Meeting as such in the notices calling it, and not more than 15 months shall elapse between the date of one Annual General Meeting of the Club and that of the next. The Annual General Meeting in each year shall be held at such time and place as the Management Committee shall appoint. Every Full Member of the Club is entitled to be present at the Annual General Meeting
54. All General Meetings other than Annual General Meetings shall be called Extraordinary General Meetings, to which all Members of the Club are entitled to be present. An Extraordinary General Meeting can only be called by either of the following:
- 54.1. Four members of the Management Committee; or
 - 54.2. Twenty Five Full Members
- provided that 14 days' notice in writing has been given to the Club Director prior to the proposed date of the Extraordinary General Meeting.

55. Notice of General Meeting

- 55.1. An Annual General Meeting called for the passing of a resolution shall be called by at least 28 days' notice.
- 55.2. An Extraordinary General Meeting called for the passing of a resolution shall be called by at least 14 days' notice to the Club Director who will ensure that all Full Members and Trustees are provided with at least 12 days' notice of the Extraordinary General Meeting.
- 55.3. The notice shall specify the date, time and place of the General Meeting and the general nature of the business to be transacted and, in the case of an Annual General Meeting, shall specify the meeting as such.
- 55.4. Any Member of the Club entitled to vote at a General Meeting who intends to propose a resolution (which for clarity will include the proposed election of an Honorary Life Member) to be put to the Members at a General Meeting shall not less than 21 days before the holding of the General Meeting give written notice to the Club Director of

his intention and shall submit therewith a written copy of the proposed resolution together with the name of a Full Member who will second the resolution. Upon receipt of any such proposal the Club Director will circulate a copy of the proposed resolution to members of the Management Committee (such circulation will be validly carried out by placing notice of the resolution on the Club website) and will display a copy within the Club Premises.

55.5. The accidental omission to give notice of a General Meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that General Meeting.

56. Proceedings at General Meetings

56.1. No business shall be transacted at any General Meeting unless a quorum is present. Six Full Members (excluding the chairman as appointed under Rule 56.4), shall be a quorum.

56.2. All Full Members attending a General Meeting shall sign an attendance sheet on entering the room.

56.3. If a quorum is not present within half an hour from the time appointed for the General Meeting, or if during a meeting a quorum ceases to be present, the General Meeting shall stand adjourned to the same day in the next week at the same time and place or to such other time as the chairman of the General Meeting may determine and at any such adjourned General Meeting the number of Full Members attending shall constitute a quorum.

56.4. The chairman of any General Meeting will be the Chairman; if the Chairman is not present the Vice Chairman will be the chairman of the General Meeting. If neither the Chairman nor the Vice Chairman is in attendance at any General Meeting, the Full Members present at the General Meeting must appoint another member of the Management Committee present at the General Meeting to chair the meeting and the appointment of the chairman of the meeting must be the first business of the General Meeting.

56.5. The chairman may, with the consent of a General Meeting at which a quorum is present (and shall if so directed by the General Meeting), adjourn the General Meeting to a time and place supported by the General Meeting, but no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the General Meeting had the adjournment not taken place. When a General Meeting is adjourned for 14 days or more, at least 7 days' notice shall be given specifying the time and place of the adjourned General Meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.

56.6. No business shall be transacted at a General Meeting of the Club other than such as shall have been set out in the notice of the General Meeting or been advised to the Club Director in accordance with Rule 55.4.

56.7. The notice for every Annual General Meeting shall confirm as a minimum that the following business is to be transacted:

56.7.1. the receiving from the Management Committee of the report, balance sheet and statement of accounts for the preceding financial year;

56.7.2. the transacting of any other financial business requested to be considered at the AGM.

56.8. No resolution shall be put to a General Meeting unless the same has been duly proposed and seconded. The chairman shall have an absolute discretion as to whether any amendment to any proposed resolution shall be put to the General Meeting or whether the General Meeting should be adjourned in accordance with Rule 56.5 to enable notice of the proposed amendment to be circulated to the Management Committee. No amendment to any resolution shall be put to the General Meeting unless the amendment is itself proposed and seconded by over 50 per cent of the Full Members present and eligible to vote.

56.9. A resolution put to the vote of a General Meeting shall be decided on a show of hands.

56.10. In the case of an equality of votes the chairman shall be entitled to a casting vote in addition to any other vote he may have.

57. Votes of Members

57.1. The right to vote at a General Meeting shall be confined to Full Members. On a show of hands every Full Member present in person and entitled to vote shall have one vote.

57.2. No objection shall be raised to the qualification of any voter except at the General Meeting or adjourned General Meeting at which the vote objected to is tendered and every vote not disallowed at the General Meeting shall be valid. Any objection made in due time shall be referred to the Chairman whose decision shall be final and conclusive.

Finances

58. The financial year of the Club shall be 1st April - 31st March.

59. The accounts of the Club shall be kept by the elected accountant in accordance with the instructions of the Management Committee. The balance sheets and accounts shall (if required, to be determined by the Executive Committee) be audited annually by the Auditor. Either the accountant or the auditor may be requested to attend a General Meeting to explain the financial position of the Club

60. A budget will be prepared and presented to the Executive committee by the Club Director for consideration and / or amendment prior to being considered and approved/amended by the Management Committee. All expenditure and income of the Club shall be reported, in the form of financial accounts prepared so as to be comparable with the approved budget, to the Executive Committee / Management Committee.

61. Any contractual expenditure which cumulatively is greater than £10,000 or any individual item of expenditure greater than £5,000 must be presented to the Executive Committee for authorisation by the Executive Committee who can refer the matter to the Management Committee if deemed appropriate by the Executive Committee.

62. The Club Director will be responsible for ensuring that all expenditure presented for payment is in line with the policies laid down by the Executive Committee or the Management Committee and any decision of the Club taken at a General Meeting

63. Authorisation for any payment either by cheque or BACS will need to be given by:

63.1. The Club Director; and in their absence or for their salary/expenses

63.2. One of 4 nominated full members of the Club as approved by the Executive Committee

Licensing and Gaming Matters

64. The supply of intoxicating liquor in the Club Premises shall be permitted in accordance with the current hours approved by the premise licence granted to the Club. No intoxicating liquor shall be supplied to Members or to any other persons on the Club Premises otherwise than by or on behalf of the Club.
65. The Club Director shall arrange the supply of intoxicating liquor by the Club to Members, and to other persons on the Club Premises, and shall secure the due observance of the provisions of the Licensing Act 2003 and all other statutory instruments relating thereto.
66. No person or organisation shall at any time be entitled to receive at the expense of the Club or the expense of any Member of the Club any commission, percentage or similar payment on or with reference to the purchase or sale of intoxicating liquor by the Club.
67. Intoxicating liquor may be sold on behalf of the Club for consumption on the premises during permitted hours to the following persons:-
 - 67.1. Members who have attained the age of 18 years;
 - 67.2. Guests (who have attained the age of 18 years) of a Full Member, Associate Member, Affiliated Member or Honorary Member, admitted to the premises under these Rules;
 - 67.3. Non-Members having attained the age of 18 years;
 - 67.4. Visitors, Strangers, visiting teams, their officials and their bona fide guests aged 18 years or more on a day or days upon which fixtures are played at the Club Premises;
 - 67.5. Anyone having attained the age of 18 years who is attending a prior booked function that has been previously approved by the Executive/Management Committee or Club Director.
68. All persons under the age of eighteen years must be accompanied by a Member on all parts of the Club Premises. Any such person who is not accompanied will be required to leave the Club Premises forthwith.
69. Intoxicating liquor shall not be sold or supplied by the Club to persons under 18 years of age, nor shall such persons under 18 years be permitted to consume intoxicating liquor on the Club Premises.
70. No Member or their Guest will allow or permit any of the following to take place on the Club Premises:
 - 70.1. Any gaming which requires a permit or licence under the Gaming Act 1968 and all other statutory instruments relating to; or
 - 70.2. Any gambling requiring a permit or licence under the Gambling Act 2005 and all other statutory instruments relating to; or
 - 70.3. Any gaming or gambling for which the Club's premise licence granted in accordance with the Licensing Act 2003 would need to be amended for the said gaming or gambling in order lawfully to take place at the Club Premises.

Lottery

71. The West Midlands Police Sports & Social Club Lottery may only be entered into by Full Members and Honorary Members unless otherwise specifically approved by the Executive Committee and only if payment to the Club Director of the lottery entrance fee is made prior to the lottery taking place
72. Regardless of a Member's entitlement to enter the West Midlands Police Sports & Social Club Lottery no Member will be deemed to have entered the lottery unless the lottery entrance fee has been received by the Club Director prior to the lottery taking place.
73. All matters in relation to the West Midlands Police Sports & Social Club Lottery shall be decided by the Management Committee, including but not limited to, the date of the lottery, the lottery entrance fee, the format of the lottery.
74. The West Midlands Police Sports & Social Club Lottery entrance fee may be deducted from salary if the eligible Member authorises the Club Director to do so.

Trustees

75. Trustees
 - 75.1. There should be not less than two and no more than four Trustees of the Club who shall be proposed to be appointed from time to time as necessary by the Club at the Annual General Meeting and the Chairman and Vice Chairman of the Club shall be the persons nominated by the Members to appoint new Trustees within the meaning of Section 36 of the Trustee Act 1925 and one or either of them shall be the person designated to sign the deed of appointment.
 - 75.2. Candidates for trusteeship are to be proposed and seconded by Full Members of the Club. This proposal will then be submitted to the Executive Committee to enable the Executive Committee to make any appropriate enquiries prior to submission of the proposal to the Annual General meeting.
 - 75.3. A Trustee shall hold office during their life; until they shall resign by notice in writing given to the Management Committee; or until a resolution removing them from office shall be passed at a General Meeting of the Club by a majority comprising two thirds of the Full Members present and entitled to vote.
 - 75.4. On the death, resignation or removal from office of a Trustee in accordance with Rule 75.3 the Management Committee shall as soon as practically possible remove the said Trustee from all title documentation of the Club.
 - 75.5. All property of the Club, including land and investments, shall be held by the Trustees for the time being, in their own names so far as necessary and practicable, for the use and benefit of the Club to deal with as the Management Committee shall determine from time to time in accordance with Rule 75.7.
 - 75.6. On the death, resignation or removal from office of a Trustee in accordance with Rule 75.3, the Management Committee shall take steps to procure the appointment by the Club in the next General Meeting of a new Trustee in their place and following this General Meeting the Management Committee shall take all lawful and practicable steps to procure the vesting of all Club property into the names of the Trustees as appointed following that General Meeting.
 - 75.7. The Trustees shall, in regard to any property of the Club held by them, act in accordance with the directions of the Management Committee (as evidenced by the relevant minutes of the Management Committee), and shall if authorised by the

Management Committee have the power to sell, lease, mortgage or pledge any Club property for the purpose of raising or borrowing money for the benefit of the Club in compliance with the Management Committee's directions. But no purchaser, lessee or mortgagee shall be concerned to enquire whether any such direction has been given.

75.8. Trustees shall have the right to attend and speak at General Meetings and Management Committee meetings of the Club but shall not have a right to vote.

75.9. Trustees will not be able to charge the Club for any time spent in fulfilling his / her duties under this Rule 75 or any bye law.

75.10. The Trustees shall be indemnified against risk and expense out of any Club property they hold.

Notices

76. In relation to General Meetings the Club is only required to provide notice in accordance with Rule 77.3 to Full Members.

77. Full Members will be sufficiently notified of General Meetings by the one of the following occurring:

77.1. The notice being affixed in a prominent position on the Club Premises in a part of the Club which is frequented by Members; or

77.2. The notice being published on the Club website;

77.3. The Club giving any notice to a member either personally; by sending it by post in a prepaid envelope addressed to the member at his registered address or by leaving it at that address; or by email sent to the email address provided by the Member; and

77.4. A Member present at any meeting of the Club shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called; and

77.5. In relation to a posted notice proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given. A notice shall be deemed to be given at the expiration of 48 hours after the envelope containing it was posted; and

77.6. In relation to an email the notice shall be deemed to be received at the time of sending

Alteration of Rules

78. These rules may be revoked, added to or altered by a majority comprising two thirds or more of the members present and entitled to vote at any General Meeting of the Club.

Interpretation of Rules

79. The Management Committee, whose decision shall be final, shall determine any question on a matter not covered by these Rules, or any question with regard to the interpretation of the Rules, or of any byelaws.

Bye-Laws

80. The Management Committee may from time to time make, vary or revoke bye-laws (so long as any variation or revocation will not be inconsistent with the Rules) for the regulation of the internal affairs of the Club and the conduct of Members, and the byelaws for the time being in force shall be binding on all members.

Dissolution

81. If the number of Full Members of the Club shall fall below 700, or if at any time the Club shall pass at a General Meeting, by a majority comprising of two thirds or more of the Members present and entitled to vote, a resolution (in this Rule called 'the first resolution') of its intention to dissolve the Club, the Management Committee or failing that the Trustees, shall take steps as soon as reasonably practical to convert into money all property of the Club, with power, however, to postpone or delay the conversion of any particular property if the Members so authorise at a General Meeting.
82. Out of the proceeds of the conversion the Trustees shall discharge all debts and liabilities of the Club, including the expenses of such conversion. Any balance remaining shall be disposed of as the Club shall resolve in a General Meeting and thereupon the Club shall for all purposes be dissolved.
83. If the Club shall not, within six months after the date of the first resolution, resolve upon the disposition of any balance in accordance with Rule 82, the balance shall be divided equally between all persons who were Full Members of the Club at the date of the first resolution.