

THE RULES GOVERNING ST JAMES' SOCIAL CLUB

Preliminary

- 1 The name of the club shall be St James' Social Club ("the Club").
- 2 The premises of the Club shall be at The St James' Community Centre of St James the Great Church, Lakeswood Road, Petts Wood, Kent.
- 3 The objects of the Club are to promote social, recreational and spiritual development in the Parish of St James the Great, Petts Wood, Kent ("the Parish").

Membership

- 4 The membership of the Club shall be restricted to the parishioners of St James' the Great Church and the Clergy of the Parish but no person shall be admitted to membership, or admitted as a candidate for membership, or to any of the privileges of membership without an interval of at least two days between their nomination or application for membership and their admission. Persons becoming members without nomination or application shall not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.

Committee and officers

- 5 The affairs of the Club shall be managed by the Committee of the Club.
- 6 The Committee may delegate to any member of the Club authority to act on its behalf in relation to matters other than the purchase and supply of alcohol which shall be managed solely by the Committee.
- 7 The Committee consist of five members of the Club who have reached the age of 18 years and who have been elected as members of the Committee. The members of the Committee shall be those members of the Club who have been nominated and received a majority of the votes cast by members present at the Annual General Meeting ("AGM") each year (see paragraphs 27 to 30 of these Rules).
- 8 The Committee will have a total of five members.
- 9 The Parish Priest, or his nominee, will act as Chair of the Committee.
- 10 At each AGM of the Club the members of the Committee must retire but are eligible for re-election to the Committee.
- 11 The Committee may appoint a member of the Club to fill any casual vacancy on the Committee until the next AGM but members so appointed shall not be entitled to participate in the management of the purchase of alcohol for the Club or the supply of alcohol by the Club.
- 12 Any member of the Club so appointed to fill a casual vacancy must retire at the next AGM but may be elected as a member of the Committee at the AGM

- 13 The Committee may call a Special General Meeting at any time for any special purpose and must do so immediately upon a requisition in writing (stating the purpose for which the meeting is required) from any ten members of the Club.
- 14 The Committee will be responsible for the calling and holding of general meetings and overseeing the day to day running of the Club.
- 15 Purchasing intoxicating liquor for supply by the Club is at the absolute discretion of the Committee and which will operate in accordance with licensing requirements.
- 16 A list of authorised parishioners of the Parish who may operate behind the bar will be maintained by the Committee. In all cases, only parishioners of the Parish shall be authorised to operate behind the bar and sell drinks, whether alcoholic or not.
- 17 The Committee has full discretion to accept or refuse any use or bookings of the Club.
- 18 The Committee shall be the sole authority for interpreting the Club's Rules and their decision on any question of interpretation of the Rules shall be binding on the members of the Club shall be final.

Trustees

- 19 As the land and property used by the Club is owned by the Roman Catholic Archdiocese of Southwark this land and property is held by the trustees of the Roman Catholic Archdiocese of Southwark.

Finances and Accounts

- 20 There will be no special subscription for members of the Club. Their support of the Church and Parish activities will be considered as their membership fee.
- 21 The Finance Committee of St James' will receive and record the information concerning the receipts, income and expenditure for the Club.
- 22 All surplus monies and profits from the Club, after due care and maintenance is taken of all furniture and fittings that are used by the Club, shall be given to the support of the Church of St James the Great.

Membership and Use of the Club

- 23 The Club may be opened to members for the supply of intoxicating liquor at such times as the Committee may decide within the permitted licensing hours.
- 24 No intoxicating liquor shall be supplied for payment otherwise than by or on behalf of the Club. No intoxicating liquor shall be supplied for payment to any person other than a member. No intoxicating liquor shall be supplied to persons under the age of 18 years.
- 25 Members, and their guests, are responsible at all times for complying with all health and safety and security arrangements for the premises; and those organising any

party or event will be required to complete The St James' Community Centre booking form as from time to time made available.

- 26 The St James' Community Centre shall not be hired for private use permitting the sale of intoxicating liquor and so that intoxicating liquor shall only be sold when the Hall is used in the course of Parish activities or by a Parish group.

General Meetings, Nominations for Committee Membership and Changes to Club Rules

- 27 Advance notice of any general meeting, and the agenda, will be published in the Parish newsletter and on the Parish website.
- 28 Club members may submit items for the agenda to the Parish office and these will be accepted subject to the Committee Chairman's approval.
- 29 Club members may make nominations for Committee membership to the Parish office annually in advance of the AGM. These nominations will be adopted if voted for by the majority of members present at the AGM. This is subject to there being a sufficient number of vacant places on the Committee and acceptance by the AGM Chairman who has a casting vote in these circumstances. In the event of there being a greater number of persons nominated than the vacancies on the Committee, those with the largest number of votes shall be successful.
- 30 Club members may propose amendments to existing Rules, or suggest additional Rules, in advance of the AGM or in a requisition for a Special General Meeting, by notice to the Parish office. These proposals will be adopted if voted for by the majority of members present at the general meeting. This is subject to acceptance by the Chairman of the general meeting who has a casting vote in these circumstances.

(As amended at the Annual General Meeting of the St James' Social Club held on 13 March 2016)