

St. Mary's Supporters Club Rules

(As amended June 2023)

1. Name

The Club shall be known as "St. Mary's Supporters Club", hereinafter referred to as the "Club".

2. Objects of the Club

To further the social amenities available, as a section of St. Mary's Social Centre.

To render support, financially as funds permit, and otherwise, to sections within St. Mary's Social Centre.

3. The Committee

The general management of the Club shall be vested in a Committee comprising a Chairman, Secretary, and nine others. The Chairman and Secretary serve for a period of two years; other Committee members serve for a period of one year from election at the Annual General Meeting (AGM). The posts of Chairman and Secretary are subject to election in alternate years.

In addition to the elected Committee, a Treasurer shall be appointed by the Committee and will have full voting rights and be entitled to an honorarium. The Treasurer is not subject to election unless in exceptional circumstances as decided by the Committee.

The Committee shall meet once a month and six members will form a quorum.

Any member of the Club (excluding junior members) may be nominated for election to the Committee.

If a vacancy occurs amongst its members, the Committee shall have the right to fill the vacancy.

The Committee may call a general meeting at any time upon giving 21 days' notice. In addition, members of the Club shall be able to call a General Meeting at any time upon giving 21 days' notice, if 5% of members join to do so.

4. Secretary

The Secretary shall keep minutes of proceedings of all Committee meetings and the AGM; transact correspondence of the Club as appropriate and perform such other duties as the Committee may from time to time direct.

5. Treasurer

The Treasurer shall be responsible for the collection of subscriptions via the Membership Secretary and have control of all the accounts and charge of all the monies belonging to the Club.

At the AGM the Treasurer shall present to members a statement of accounts, which have been checked and certified by a suitably qualified, independent third party.

Cheques shall be drawn on any two signatures of the Chairman, Treasurer or Secretary.

6. Annual General Meeting

The Annual General Meeting (AGM) shall be held on the first Monday in June. Members shall be notified at least 21 days in advance via the Club notice board and by email or social media.

The following business shall be considered:

Chairman's Report
Statement of Accounts
Election of Committee Officers
Election of Committee Members
Amendments to Rules
Membership Fee

Nominations for Committee Officers and Members must be submitted to the Secretary in writing, not later than ten days previous, and posted in the Club seven days prior to the AGM. Members so nominated must be proposed and seconded by adult members of the Club and the consent of the nominee to act must have been obtained.

Changes or additions to the Rules must be notified to the Secretary at least thirty days before the AGM, and will be posted on the Club notice board at least 14 days before the AGM. No alterations to the Rules in relation to the sale, supply or consumption of intoxicating liquor shall be made without prior approval of the licensing authority.

7. Membership

Every applicant for membership of the Club must complete and sign an application form. The applicant must be nominated in writing by two members of the Club as proposer and seconder, to at least one of whom the applicant must be personally known. A list of applications shall be posted on the Club notice board for seven days prior to the next Committee Meeting and shall be considered by the Committee whose decision on the acceptance or rejection of the application shall be final.

Junior membership of the Club is available to those aged 14 or over subject to the application procedure above

An up-to-date list of members shall be kept on Club premises.

8. Annual Membership and Subscriptions

Annual membership is due on 1st of January and is payable for 12 months to 31st December. New members joining part-way into the membership year shall pay a full year membership subscription which shall also expire on 31st December of that year.

Members shall be given notice of their forthcoming renewal in writing, or via email, four weeks prior to the renewal date. In addition membership renewal notices shall be displayed prominently in the Club and on the Club notice board.

The Committee will assume any member who has not paid the annual subscription by the end of February, no longer wishes to be a member of the Club and will be removed from the list of members.

The amount payable shall be displayed on the Club notice board.

9. Conduct of Members

If the conduct of any member in the Club is in the opinion of the Committee likely to be injurious to the best interests of the Club, the member may be asked to appear before the Committee.

Following an appearance before the Committee, the Committee has power to suspend the member from the Club and the Club's activities for a period not exceeding six months.

During the suspension period, such member shall not be allowed on Club premises either by themselves or as a guest of any member.

10. Compliance with the Rules

A member on paying the subscription submits to the Rules of the Club and on this condition alone is entitled to enjoy the privileges of the Club. A copy of these Rules shall be displayed on the Club notice board and website.

11. Expulsion of Members

If the Committee are resolved that the conduct of a member is more serious than to warrant suspension, the Committee may request in writing such member resign membership of the Club. If the member does not resign within seven days from the date of the letter notifying the request, the Committee shall convene a General Meeting.

The General Meeting shall consider the allegations against the member and decide whether expulsion from the Club is appropriate. No such expulsion shall take place unless agreed by the votes of the majority of members present at the meeting.

12. Complaints

All complaints must be made in writing to the Secretary who will submit them to the Committee, whose decision shall be final.

13. Opening Hours

13a *Maximum Permitted Hours*

The Club is licensed with Lewes District Council in accordance with the requirements of the Licensing Act 2003; this licence governs the hours during which the Club can ply alcohol.

The maximum operating hours permitted by the Club's Licence are:-

Monday to Saturday	10 a.m. to 01:00 a.m. inclusive
Sunday	12:00 noon to 12:00 midnight

13b *Standard Opening Hours*

The Committee, having regard both to the wishes of members and to trading support for the Club on particular days and times, shall determine, within maximum permitted hours, the standard opening hours.

Standard opening hours shall be displayed on the Club notice board.

The Club will operate a 'drinking-up' period of 15-minutes prior to the end of standard opening hours.

13c *Variations to Standard Opening Hours*

The Committee has authority to vary the standard opening hours to take into consideration the requirements of a specific event or function, for example bank holiday weekends, birthday parties, Club team or sporting events etc.

Requests from members to vary the standard opening hours must be submitted in writing to the Secretary, using a form available from the bar. All such requests will be considered at the next Committee meeting; as Committee Meetings are monthly, it is advisable to allow a 6-week notice period for any request to vary the standard opening hours.

Approval or rejection of any request to vary the standard opening hours is at the discretion of the Committee, whose decision shall be final. Applicants will be informed of the decision as soon as practicable after the Committee Meeting.

14. Persons Entitled to Consume Intoxicating Liquor

No person under the age of eighteen years shall consume intoxicating liquor on the Club's premises and no such person shall be knowingly supplied with or knowingly allowed to consume intoxicating liquor on the Club's premises.

15. Guests

Any member introducing a guest (or guests) to the Club shall enter their own and the guest's name into a book which shall be kept for that purpose in the bar. The member introducing the guest shall sign the relevant entry as having introduced the guest and will pay a fee per guest, set by the Committee, for the privilege of the guest using the Club's facilities. The member shall accompany and be responsible for the guest's conduct while the guest remains on Club premises.

A guest (or guests) may, having been signed in by a member and at the discretion of the Committee, be allowed to purchase and consume intoxicating liquor in the Club's premises.

Guests must abide by the Rules of the Club but are not considered members of the Club.

Junior members may not sign a guest (or guests) into the Club.

16. Club Teams

No team representing the Club can play in their respective league until all members of the team are paid up members of the Club.

Club team captains must:

- i) Forward a list of all team members to the Membership Secretary before their first match of the season.
- ii) Ensure no unpaid member forms part of their team.

17. Visiting Groups and Functions

Any member of any club or other persons visiting the Club's premises with any bona-fide sporting event or approved function, of not more than 12 a year, may be allowed to purchase and consume intoxicating liquor on the premises for the duration of that sporting event or function.

18. Borrowing

The Committee may from time to time at its own discretion borrow money, apply for loans or grants, etc.

19. Not for Profit Organisation

All surplus income or profits made by the Club will be retained by the Club for the benefit of the Club as a whole and in pursuance of the objects of the Club. No surplus shall be distributed to members or third parties other than in accordance with the provisions of the Dissolution Clause.

20. Dissolution

If at any General Meeting a resolution is passed for the dissolution of the Club, a second and Special General Meeting shall be held not more than six weeks thereafter and for which not less than four weeks' notice shall be given to members, in writing. The only resolution to be discussed concerns dissolution; to pass, three-quarters of those present must vote in favour.

On such dissolution and after payment of all debts and liabilities, the net assets of the Club shall be vested in the Trustees of the St Mary's Social Centre to be used to render support, financially or otherwise, to sections within the St Mary's Social Centre. No member of the Club, past or present, shall have any claim upon the net assets of the Club.

21. Questions not provided for

Any question not provided for within these Rules shall be decided by the Committee, whose decision shall be final, unless set aside by the Annual General Meeting.

Chairman:

Date: