

# TIBC Club Rules & Byelaws

Amended August 2019

## **1. TERMS**

The following terms and their meanings are used in these Rules and Byelaws.

<u>TERMS</u>	<u>MEANINGS</u>
Company	Thanet Indoor Bowls Club Limited
Club	Thanet Indoor Bowls Club incorporating Margate IBC and Kentish Ladies IBC
Members	Members of Thanet Indoor Bowls Club who have a current Bowls Subscription.
Club Bowls Committee	Representatives of the Company and Club Sections to oversee the Club bowling activities.

## **2. OBJECTIVES**

To organise and promote indoor bowls within the Thanet Indoor Bowls Centre, arrange and supervise the indoor bowls leagues and competitions amongst members, arrange friendly and competitive inter-club matches, make County & National club and individual competitions available to members. To discipline members on any breach of rules, conduct, behaviour or when they consider it necessary under the Disciplinary & Appeals Procedure.

## **3. BOWLS MEMBERSHIP**

- 3.1 Open to all members of the Thanet Indoor Bowls Club Limited who have paid a current company subscription.
- 3.2 All applications for membership must be signed by the applicant. Applicant's names may be published on the Club notice board for 7 days and each application shall be considered within 28 days by the Club Bowls Committee whose decision shall be final. Applicants may bowl as Members until their application has been processed or for a maximum of 28 days whichever is the sooner.
- 3.3 A bowls subscription at the rate fixed by the Company shall be paid to the Company before a member can bowl.
- 3.4 The Club Bowls Committee shall be empowered to nominate to the Company, a maximum at any one time of 10 Honorary Members, based on anticipated service to the Club for the coming year. Honorary Members shall have a free bowls subscription for one year from 1<sup>st</sup> October, but shall pay normal green, competition and tournament fees.
- 3.7 The maximum number of members to be admitted to the Club shall be decided by the Company.

## **4. CLUB BOWLS COMMITTEE, SECTIONS & ELECTIONS**

- 4.1 The members of the Club Bowls Committee are set out in the Club Constitution.
- 4.2 The Club Bowls Committee has overall responsibility for all bowls issues subject to financial constraints, but it may delegate responsibility for organising some bowls activities to 4 Sections consisting of Men's, Ladies, Summer and Junior.
- 4.3 Each Section may have a Section Committee, elected at an annual meeting, to oversee and administer the relevant bowling activities of the Section. Section meetings will normally be held weekly.
- 4.4 Section Committee's will normally consist of a Captain, a Vice Captain and 3 further Section members.
- 4.5 The Section members decide the team selectors for each match. Selectors for mixed matches will be decided by the Men and Ladies Sections except in the summer when teams are selected by the Summer Section. Junior match players are selected by the Junior Organiser. The Section(s) shall appoint a Captain for each match at the time of selecting the team.
- 4.6 Each section will manage its own fixtures and National/County competition teams, team selections, and other bowls section related matters. Where bowling activities cross all section boundaries, such activities will be administered by the Club Bowls Committee.
- 4.7 A General Meeting will be held once per year and open to all members to discuss all bowling issues and to

elect a President, a Vice President, and members of the Men, Ladies & Summer Sections. A Notice of the meeting must be posted for members at least 21 days before the meeting.

4.7 Nominations for President and Vice President are normally male or female members by rotation. The elected Vice President is normally nominated as President by the Club Bowls Committee the year immediately following their election as Vice President but is required to be elected as President by the Members. President and Vice President are elected for 12 months from 1<sup>st</sup> October following the Club Annual General Meeting

4.8 Nominations for each Section (apart from Junior) for Captain, Vice Captain and Section Committee members will be posted on the main notice board at least 21 days before the annual meeting.

4.9 Nominations will normally close 7 days before the meeting but may be taken from the floor of the meeting if insufficient nominations are received to fill any vacancies. Club Secretary and Section members take office immediately following the Club annual meeting.

4.9 All members standing for election must be Nominated and Seconded by Club Members who have had their membership accepted for more than 28 days before the meeting. If no nominations are posted prior to the meeting, nominations may be accepted from the floor at the AGM.

4.10 In the event of more nominations being received than vacancies available, a ballot will be held by members present at the meeting. Only members who have had their applications accepted more than 28 days before the meeting may attend and vote at the meeting.

4.10 The Junior Committee will comprise the Junior Organiser (appointed by the Company) plus 2 other members appointed by the Junior Organiser.

4.11 All income raised by Sections or members within the Club including from competitions, raffles, donations, etc shall be the property of the Company.

## **5. DRESS CODE**

5.1 Dress for all players and markers in roll-ups, club competitions and internal leagues will normally be grey trousers or skirts, white or predominantly white above the waist. Club shirts may be worn at any time. Regulation white, brown or grey bowling shoes with smooth clean soles must be worn whilst on the green.

5.2 Dress in friendly matches will be Official Club Shirts or plain white shirts, trousers or skirts, no crops or shorts, in grey or white as specified on the match sheet and regulation white, brown or grey bowling shoes.

In National, County or Kent League matches, the dress shall normally be Official Club Shirts, white trousers or skirts (unless otherwise decided by the Club Bowls Committee) and regulation white, brown or grey bowling shoes.

5.3 Cardigans or waistcoats worn over shirts must be white or official Club colours.

5.4 Sandals may not be worn unless approved by the Company and the player signs a Club disclaimer. The National and County governing bodies normally ban the wearing of sandals in National or County matches.

5.5 Changing rooms and lockers are available for Members and visitors to change their clothes or shoes. The lockers are only to be used to store bowls and/or shoes. See other rules regarding use of Lockers (below).

5.6 Neither the Club nor the Company accepts any responsibility for items lost or stolen whilst on the premises or car park.

## **6. GREEN FEES & RINKS**

6.1 Green fees for members and visiting players are set by the Company after consultation with the Club Bowls Committee.

6.2 Payment of all green fees shall be the responsibility of each player and must be paid before playing. No refunds are given after play has started.

6.3 Home players in National or County Competitions shall be liable for ensuring that their opponents green fees are paid.

6.4 Members may book rinks in advance subject to availability but bookings will be made available to the public up to 7 days in advance. Rinks are allocated according to the following priorities:

1. Pre booked TIBC Club matches in Club Fixture book.
2. Visiting teams or groups in Club Fixture book (for own use)

3. Club Leagues (including Top Score)
4. County/National official TIB Club matches
5. County/National individual competition matches
6. Pre-allocated rinks for groups with organised Roll-Ups or groups of members with agreed advanced booking.
7. Club members Roll Up's or Club Competitions
8. Social Members (Max 7 days before)
9. General Public
10. Roll Up's for less than a session may only play if a rink is available at start of session.

6.5 If 2 rinks are booked by a group in advance, there must be more than 7 players playing in the group and the booking is subject to rink availability on the day of play.

6.6 Booked rinks may be cancelled by members but at least 1 hour's notice is required by the Centre to avoid a charge for an unused rink. Charges will be based on 4 green fees per rink cancelled.

6.7 If green fees are not paid by any player before the start of the session, the rink will be reallocated by Reception.

6.8 All rink allocations are decided by the staff, but Members may request a particular rink at least 24 hours in advance to enable staff to allocate rinks to suit all matches in the session.

6.9 Members playing in National or County Competitions may provisionally book one rink in up to 3 sessions for each match but must cancel or confirm each one at least 7 days before each booked session; otherwise the bookings may be cancelled or charged at the appropriate rate.

6.8 County or National or Club matches pre-booked over more than 1 session may be charged more than the normal green fee as per the Company scale of charges.

## **7. MATCHES**

7.1 The times and dress code of Club matches shall be published on the Notice Board.

7.2 All matches shall be played in accordance with the competition rules of the IBB, EIBA, KCIBA and KCLIBA, but always subject to the Rules of the Club.

7.3 Players must bowl with regulation bowls, legally stamped and displaying Club stickers when playing in Club Matches.

7.4 All matches and session times are played according to the bell and the clock above the main scoreboard.

7.5 A bell will be rung approximately 7 minutes before the end of each session. The end is not to be bowled unless the mat has been set in the correct position on the green before the bell rings.

7.6 Any member selected to represent the Club has the duty on finding himself or herself unable to fulfill his/her selection of notifying the Captain, Club Secretary or the Centre staff of his/her inability to play. Failure to comply with this rule places future selection in jeopardy.

7.7 Any member playing in a Club Match including a Match Meal must pay for the meal and a visitor's drink whether it is consumed or not.

## **8. CLUB COMPETITIONS**

8.1 All competitions and league games shall be restricted to members of the Thanet Indoor Bowls Club who have paid a current bowls subscription.

8.2 The Competition Organizer appointed by the Centre shall deal with all competition queries and any matter beyond their control shall be dealt with by the Club Bowls Committee.

8.3 The entrance fees for all competitions and leagues shall be decided annually by the Club Bowls Committee in agreement with the Company.

8.4 Players taking part must report at least 15 minutes before the game is due to commence. Any player more than 15 minutes late from the scheduled start of a competition will be eliminated.

8.5 The draw for all Club Competitions will be made by Committee members and published on the Notice Board with dates by which each round must be played.

8.6 The Challenger (the player whose name appears first on the list) shall offer 3 dates to their opponent, one of which must be at 7pm midweek (i.e. Monday to Friday) and one date at the weekend. These dates must be offered

within 7 days of the last round being played (or October 15th in the case of the first published round). The 3 dates offered to an opponent may also be published on the notice board underneath the draw for the Competition.

8.7 If the Challenger fails to offer 3 dates within 7 days of the completion of the last round, the opponent(s) must offer 3 dates under the same conditions of day and times. In the event the 2 players are unable to agree a date then the match shall be played at 7pm on the “play by” date.

8.8 In the event of the match not being arranged by the “play by” date, the Competition Organiser shall award the match to the player conforming to the rules or if neither has followed the rules then both players will be eliminated from the Competition.

8.9 Skips shall be responsible for ensuring score cards have the name of the competition, league or match, the name of all the players, the number of the rink played upon, the date played and that the final score agrees with the card marked by the opposing team. He / she will also ensure that the scorecard is signed by the opposing skip and that the completed score card is placed in the competition box at Reception.

## **9 CONDUCT OF MEMBERS**

9.1 If any person makes a complaint concerning the conduct of a member, which has occurred inside or immediately outside the premises to a Duty Manager or a member of the Club Committee, the Club Committee shall investigate the complaint and, if necessary, commence disciplinary proceedings. Where the complaint is of a serious nature or likely to bring discredit upon the club, such a member may be temporarily suspended from the club until such time as the club committee has investigated the complaint or completed disciplinary proceedings. All verbal complaints must be detailed in writing and given to the Club Secretary within 48 hours.

9.2 Where such a complaint is of a minor nature and the Club Committee considers that the formal disciplinary process is not necessary, they may warn the member in writing. If the member denies the complaint by not accepting the warning then a disciplinary hearing must be set. After a member receives 2 such warnings any subsequent complaint of a minor nature must be dealt with in accordance with the formal disciplinary procedure.

## **10 LOCKERS**

10.1 Lockers are available to Members to hire, for a small annual fee, to store shoes and/or bowls. No other items or dangerous materials may be placed in lockers. The Club is not responsible for any items left in or on tops of lockers.

10.2 Nothing must be left on the tops of lockers either during or after bowling.

10.3 Changing rooms are provided for the purpose of changing shoes and temporarily storing clothing, shoes, etc. Persistent breaches of these locker rules will result in the use and/or hire of lockers being withdrawn from offending members.

10.4 Locker hire expires on 30<sup>th</sup> September each year. If a member has not renewed his membership of the Club OR annual locker hire by the end of October, the locker will be emptied and contents disposed of.

10.5 Members, who purchased a locker for Life, forfeit this privilege when they do not renew their Club Membership and the ownership and use of the locker passes to the Club. On returning to Club Membership, a member must pay the full, new locker fee.

## **11 CLUB BYELAWS**

11.1 Neither the Company nor the Club is responsible for any members or visitors items whilst the items are on the premises, including any items left with staff. Lost property will be kept for 28 days and then disposed of or sold.

11.2 The Company is not responsible for damage or loss of cars or their contents whilst on Company premises.

11.3 No food or drink may be consumed on the premises unless purchased from the Company. Tap water is free from the Bar. No food or sweets may be taken to or consumed at the rinkside to prevent the transfer of food to the carpet.

11.4 The use of Rose water on bowls is not permitted. Any excess residue of Wilgrip or Grippo on bowls or hands must be wiped or polished off to prevent transfer to the carpet.

11.5 Members must not stand in the ditches or sit on the bank surrounding the green unless they are removing a

bowl or jack from the ditch.

11.6 Bowls bags are not permitted at rinkside, the lounge or Restaurant and must be left in changing rooms. Bowls may be left in the troughs situated beside the areas of access to the green.

11.7 Bowlers must take care when getting on or off the green and use the handrail provided if necessary.

11.8 Bowlers must not wear any bowling shoes on the green which have been worn outside the building.

11.9 No smoking is allowed within the Club building or within 15 feet of the Club main entrance (as per National laws). The use of E-cigarettes within the building is also banned.

11.10 Mobile phones are not allowed on the green and but may be used discretely in other areas of the club or taken outside but must not disturb other members or visitors.

## **12 COMPLAINTS - DISCIPLINARY & APPEALS PROCEDURE**

12.1 The Club Bowls Committee shall deal with any complaint regarding the conduct of a Member in accordance with its Disciplinary and Appeals Procedure. Serious misconduct by a member may also be dealt with by the Company.

12.2 Any member found guilty as a result of an investigation into a complaint may be subject to the following disciplinary action – firstly they may be verbally warned OR warned in writing and then secondly may have their membership suspended or withdrawn.

12.3 Any member who receives two (2) written warnings shall, on any subsequent disciplinary action, be suspended for a period determined by the Club Bowls Committee.

12.4 Any person whose membership is terminated as a result of disciplinary action will have no subscription or fees or part thereof refunded.

## **13 ALTERATION TO CLUB RULES**

13.1 Any member desiring to propose a new rule or alteration to or deletion of an existing rule shall give notice thereof in writing at any time or to the Club Secretary at least 28 days before the Club Annual General Meeting. Such notice to contain the terms of their proposal, the Proposer and Secunder. The Bowls Committee may introduce a new rule or call an Extraordinary General Meeting for the purpose of proposing a new rule, alteration, or deletion of an existing rule if considered expedient by them. Alteration to rules will require a majority of the Committee in favour at a Club Bowls Committee meeting OR a majority of those present and voting at a Club or Company General Meeting.

13.2 These rules and byelaws and any revision to rules or bylaws are posted on the notice board and Members are responsible for keeping themselves up to date through the notice boards.

## **14 NOTICES**

Official Notices posted on the Club's notice board(s) or printed in the Fixture, Rules and Byelaws Book shall be deemed to have been served on all members.

## **15 IN CONCLUSION**

Nothing in the rules of the Club shall conflict with or supersede those of the Thanet Indoor Bowls Club Limited. Any matter not covered by the foregoing rules shall be dealt with initially by the Club Bowls Committee.

It should be appreciated that no rules covering a game has yet reached perfection as to cope with every situation. The rules covering bowls is no exception. Unusual incidents, not definitely provided for in the laws or the Club Rules, frequently occur.

It is well, therefore, to remember that the rules have been framed in the belief that true sportsmanship will prevail and that in the absence of any express rule, common sense will find a way to find a happy solution to a knotty problem.