



Established 1870

Club Rules

Version: March 2025

Club rules

1. Title and colours

The Club shall be named the Bideford Amateur Athletic Club (“Club” or “BAAC” or “we” or “us”) and its colours shall be light blue and white. The headquarters shall be The Clubhouse, The Pill, Kingsley Road, Bideford, Devon EX39 2PF.

2. Objects

The objects of the Club shall be the furtherment of non-political, sporting, social and recreational activities in connection with athletic pursuits.

3. Members' club

The Club shall be a members' club, the management of which shall be in the hands of a committee formed as in Rule 5a and 5b.

4. Membership

a) Membership shall be open to all persons in the following categories:

- (i) **Active members (senior)** - persons over the age of 18 wishing to avail themselves of the competitive sporting facilities of the Club, in which a single or joint membership is available. Joint membership is for couples/partners, or those from the same family, living at the same postal address, 2 seniors only
- (ii) **Social members (senior)** - persons, over the age of 18, interested in the Club's activities but who do not wish to avail themselves of the sporting facilities of the Club, in which a single membership only is available
- (iii) **Active members (junior)** - persons between the ages of 6 and 18 years. Junior members shall not be eligible for election to the General Committee nor have right of access to the bar
- (iv) **Temporary members** - all members and officials of visiting teams being concerned with competing against the Club in its sporting pursuits and whose names have been submitted in writing to the Secretary of the Club at least 48 hours before competing, shall be temporary members of the Club for the day of the match with the Club. A list shall be exhibited on the Club premises 48 hours before the event. The Secretary of the Club shall cause a book to be kept in the Club in which members of visiting teams shall be asked to enter their names
- (v) **Honorary life members** - the General Committee, at their discretion, may recommend election by ballot at the Annual General Meeting of members, the member or members eligible for such honorary life membership. A member elected to such list shall retain his or her existing rights of membership.

b) **Joining procedure**

Candidates for membership shall be considered/reviewed by the General Committee, who shall admit candidates to membership of the Club, unless to do so would be contrary to the best interests of the sport or the good conduct and interests of the Club. The candidate's details will be recorded in the books of the Club. No new member shall be

entitled to the privileges of the Club until 1 year's subscription has been paid. No member shall be eligible for election to any committee within the Club until after being a First Claim member for 1 year. Committees, however, may co-opt any member to assist on the committee irrespective of length of membership.

- c) Annual membership:
 - (i) Membership fees are renewable on 1 January each year
 - (ii) The annual membership fee shall be determined at the Annual General Meeting. Details thereof shall be provided by the Secretary on request
 - (iii) Membership fees are non-refundable. Refund requests due to exceptional circumstances will be at the discretion of the General Committee
- d) **Arrears** - any member who shall at any time be 3 months in arrears with his or her subscriptions, and shall fail, neglect, or refuse to pay same after having had notice to do so, shall cease to be a member and his or her name shall be deleted from the register, subject to confirmation by the General Committee. A re-joining fee, equivalent to the membership subscription payable at that time must be paid, plus the normal membership fee, before being eligible to once again become a member.

Any General Committee Member may refuse admission to the Club to any such person after his or her membership shall have ceased. No member may be supplied with any excise article until his or her subscription for the current year is paid
- e) **Resignation** - any member wishing to resign shall notify the Secretary of the Club in writing.

5. Officers and Committee

- a) The following Officers shall be elected annually at the Annual General Meeting of members: President, Captain, Captain Elect, Secretary (who shall be elected for a minimum of 2 years), and Treasurer (who shall be elected for a minimum of 3 years). Other Officers such as Vice-Captain and Assistant Secretary can be elected as deemed necessary at the Annual General Meeting
- b) General Committee - the General Committee shall consist of the active officers and other members who shall be elected by ballot, and serve for a minimum of 2 years, at the Annual General Meeting of members
- c) General Committee meetings - a meeting of the General Committee shall be held at least bi-monthly and at such additional times as might be deemed necessary by the Captain or Secretary of the Club. Quorum for voting is 50% of total committee plus 1. Up to 2 representatives from each section can attend but are unable to vote.
- d) Sub-Committees - the General Committee shall, at their first meeting after election, appoint all Sub-Committees deemed necessary
- e) Bar Committee
 - (i) The Bar Committee shall be 1 such Sub Committee and shall consist of 3 members of the General Committee together with the Secretary of the Club and Treasurer and shall have the sole control of all matters concerning the Club's supply of tobacco and intoxicating liquors. 3 members of the Bar Committee shall form a quorum
 - (ii) The Treasurer shall cause an account to be kept of all purchases and sales of intoxicating liquors

- (iii) No intoxicating liquor to be taken or consumed outside the Club premises
- (iv) The supply of alcoholic liquor in the Club will be permitted during the hours as per the licence permits by the local licencing authority
- (v) The Bar Committee shall have the right to open or close the bar according to the number of members present.
- f) **Emergency regulations** (quorum attendance) - the General Committee shall have the power to make any emergency regulations as they may think necessary for the proper working of the Club and shall act for and in the name of the Club. 7 members of such committee shall form a quorum. Not less that 3 days' notice of meeting shall be given except in urgent cases.

Club Officers and Committee members are NOT financial guarantors for the club in the event of liquidation, bankruptcy or financial difficulty.

6. Meetings of members

The Annual General Meeting of members shall be held during March in each year. There shall in no case be an interval exceeding 15 months between Annual General Meetings. Notice of meeting shall be posted on the Club notice board 21 days before the meeting

The General Committee shall have the power to summon a General Meeting of members at any time on 3 days' notice. (any proposal to alter rules must however comply with rule 15)

Special meeting - the Secretary shall within 7 days of receiving a request, call a General Meeting of members on being requested to do so by not less than 30 members. The Secretary must be advised by such members of the nature of the business they wish transacted at such meeting

At any General Meeting of members the following members of the Club, having then paid the subscription for the current year, shall have full voting rights; such those members shown at rule 4a (i) and (ii). Junior members shown at rule 4a (iii) will have voting rights on all matters except those pertinent to the supply/distribution or consumption of intoxicating liquor within the Club premises.

7. Trustees ongoing – seeking legal advice

Previously:

All real property of the Club shall be vested in Trustees (who shall be active members) upon trust for the Club, and can be mortgaged, sold, leased or otherwise dealt with only as a general meeting of members shall direct after consideration by the General Committee; the Club otherwise to use, occupy and enjoy the same for the purposes of its members. The number of Trustees shall not exceed 10 and if at any time the number is reduced to 3, such new Trustees as may be necessary shall be appointed by the General Committee to fill the vacancies

Suggested changed:

The property and assets of the Club shall be vested in not fewer than 5 Trustees, who shall be subject to such direction as they may from time to time receive from the General Committee. Trustees should attend the General Committee AGM and those of each section.

A Trustee remains until he resigns or ceases to be a member of the Club, or is removed by a resolution vote passed by not less than two-thirds of the General Committee at a meeting of

the General Committee for which 7 days special notice has been given, the Trustee concerned shall have the right to attend.

The General Committee can nominate a new Trustee(s) by a resolution vote passed by not less than two-thirds of the General Committee at a meeting of the General Committee for which 7 days special notice has been given, the Trustee(s) nominated shall have the right to attend. In the event that the number of Trustees is reduced to fewer than 5, the General Committee shall nominate a new Trustee(s) at its next meeting.

If the Club has more than 5 Trustees, 5 Executive Trustees will be identified whose additional responsibility would be to make decisions should the Club fall into financial difficulty.

Question: Do we need Deed of Appointment of Trustees/Retirement of Appointment of Trustees forms?

Trustees are NOT financial guarantors for the club in the event of liquidation, bankruptcy or financial difficulty.

8. Hiring the Club premises

- a) The Club premises and appurtenances may be let on hire for suitable functions at the discretion of the General Committee
- b) All access to the bar shall be refused to any hirer of the hall, other than hirers who are members
- c) All access to any gaming machines shall be refused to any hirer of the hall and no machine will be played during the period of hire by the hirer.

9. Members' behaviour and conduct

- a) **Behaviour** - every member shall refrain from using unbecoming conduct
- b) **Club property** - no member shall have any claim on any property of the Club, and any member wilfully or negligently damaging such property may be held responsible for the cost of any repairs necessitated by such damage
- c) **Code of conduct** - All members are expected to behave in a manner which is not injurious to the character or prestige of the Club. A chart will be placed within the Club stating what procedures to take in regard to grievances, when received in writing, in line with:
 - (i) Rowing members: West of England Amateur Rowing Association (WEARA); British Rowing
 - (ii) Harrier members: England Athletics
 - (iii) Members between the ages of 6 to 8 years will be dealt with by the Club's Welfare Officer
 - (iv) Social members will come before a General Committee Meeting.

Any complaint that the conduct of any member or members has been injurious to the character or prestige of the Club may also be considered by the General Committee, who shall have the power to expel such members. The Captain, or in the Captain's absence, the Vice-Captain or Secretary of the Club shall have the power to temporarily suspend such member or members until the complaint shall have been considered by the General Committee. No such suspended member shall be supplied with any excise article during such suspension.

10. Guests

Members may introduce and entertain friends occasionally at the Club and there shall be kept at the Club a visitors' book in which both the member and the guest shall sign. The introducing member shall be responsible for his or her guest strictly observing the Club's rules and regulations and must not leave the Club premises before his or her guest. The committee may suspend any member who takes undue advantage of this privilege to the detriment of the Club. Such guests shall have no prior right of use of the Club's facilities before any member. No person whose membership has been terminated under rule 9d) hereof or whose application for membership of the Club has ever been rejected shall at any time be introduced as a guest.

11. Sale of intoxicating liquor

Rules in relation to the sale of intoxicating liquor are as follows:

- a) Intoxicating liquor may be supplied and sold to members and guests
- b) Intoxicating liquor may be sold to and consumed by members and friends of visiting football, rowing and athletic clubs, and members of teams and friends participating in any match or competitions (such as skittles, darts and pool) approved by and organised by or through the General Committee
- c) Intoxicating liquor may be sold to and consumed by persons who are attending specific functions at the Club premises for the purpose of raising funds for the Club, such functions to be approved by and organised by or through the General Committee subject to there not being more than 12 such events in any year.

12. Opening hours of club premises

The normal times of opening of the Club premises shall be as follows:

Monday to Friday: 5.30pm to 11pm

Saturday: 4pm to 11pm

Sunday 10am to 10.30pm

Christmas Day 11am to 1pm

Good Friday 12noon to 10.30pm

And such other hours as may be authorised or approved by the General Committee on the occasion of matches and social events but without prejudice to the rights of the General Committee to close the premises during the normal opening hours if they consider it appropriate to do so.

13. Club activities

All members are expected to participate in the Club's competitive sporting activities. Teams, crews, classes or other bodies, or persons representing the Club in any sporting function, exhibition or competition shall be composed of members only. A non-member may, however, take part in such games, sports or exhibitions at the discretion of the General Committee, but such non-members shall not enjoy the full facilities of membership, and shall not have access to the bar except as a guest.

14. Delegation of power to Sub-Committees

The General Committee shall have power to delegate to any Sub-Committee or special committee, power to organise a special or branch sections of the Club or sporting activities on such conditions as the General Committee shall deem expedient.

- a) A full and complete statement of the financial position and outstanding liabilities of each section committee shall be presented quarterly to the General Committee, at the first General Committee Meeting held after the usual quarter days at Ladyday, Midsummer, Michaelmas and Christmas.
- b) Audited balance sheets of all club functions shall be submitted, by the Sub-Committee organising same, to the General Committee for confirmation at the next General Committee Meeting following such function; such balance sheet to be retained with the Club accounts for the annual audit.
- c) All Secretaries of Sub-Committees not being elected members of the General Committee, shall serve on the General Committee as ex-officio members, without voting power.

15. Alterations to rules

The General Committee have the right to make minor changes to the rules by quorum vote of 50% of total committee plus 1. Any such changes will be highlighted at the Annual General Meeting of members.

Major and formal changes to the rules must be proposed to the General Committee who will vote by quorum and if passed will then be taken to the Annual General Meeting for member vote. If the change is urgent the General Committee can summon a General Meeting of members at any time on 3 days' notice.

Amendments to the rules

Since the reprinting in 1985

February/March 2025 (Neil Pennington, Tracey Wilson, Candace Jewell)

Rule 4a Membership categories

- (i) Previously: Active members (senior) - persons over the age of 18 wishing to avail themselves of the competitive sporting facilities of the Club, in which a single or joint membership is available.
- (ii) No change
- (iii) Previously: Junior members - persons between the ages of 10 and 18 years. Junior members shall not be eligible for election to the General Committee nor have right of access to the bar
- (iv) No change
- (v) Previously: Honorary life members - the General Committee at their discretion may recommend to the Annual General Meeting in each year the member or members eligible for such honorary life membership, the actual election to be at the Annual General Meeting. A member elected to such list shall retain his or her existing rights of membership.

Rule 4b Membership joining procedure

Previously: Ballot - every candidate shall be proposed and seconded by 2 full members, to whom he or she shall be personally known, and the form of application shall be signed by the applicant. The name and address of any person proposed for election to membership must for not less than 2 days prior to the election be prominently displayed in the Club premises in a part frequented by the members. No candidate shall be elected unless he or she secures a majority vote of the General Committee

Rule 4c Previously: Entry and subscriptions

- (i) Previously: Entry - the entry fee shall be the amount of the annual subscription payable on application for membership and will be returned if not elected, such fees for those elected to be allocated to the first year's subscription
- (ii) Renumbered and reworded, previously: Subscriptions - the annual subscription shall be renewable on 1 January each year. Members may, if they so wish, make a lump sum payment to cover their subscription for life. Such payment shall be on a scale approved by the General Committee and based on the age of the member concerned
- (iii) Renumbered and reworded, previously: The rate of subscription shall be determined at the Annual General Meeting. Details thereof shall be provided by the Secretary on request
Refund information added

Rule 5b Officers and Committee General Committee

Previously: General Committee - the General Committee shall consist of the active officers and 2 nominated representatives from each section and 6 other members who shall be elected by ballot, and serve for a minimum of 2 years, at the Annual General Meeting

Rule 5c Officers and Committee General Committee meetings

Previously: General Committee meetings - a meeting of the General Committee shall be held at least bi-monthly and at such additional times as might be deemed necessary by the Captain or Secretary of the Club

Rule 5e Officers and Committee Bar Committee

- (i) No change
- (ii) No change
- (iii) No change
- (iv) Previously: The supply of alcoholic liquor in the Club will be permitted during the following hours:
Monday to Friday: 6pm to 11pm

Saturday: 4pm to 11pm

Sunday, Good Friday and Christmas Day: 12noon to 2pm, 7pm to 10.30pm

(v) No change

Rule 5f Officers and Committee Emergency regulations

Previously: Emergency regulations - quorum - attendance of committee - the General Committee shall have the power to make any emergency regulations as they may think necessary for the proper working of the Club, and shall act for and in the name of the Club. 7 members of such committee shall form a quorum. Not less than 3 days' notice of meeting shall be given except in urgent cases. A list of attendances of the committee for the previous year shall be posted on the notice board 7 days before the Annual General Meeting of members.

A copy of the audited financial statement of account shall be posted in the Club at least 7 days before the Annual General Meeting of members.

Rule 8a Hiring the Club premises

The Club premises and appurtenances may be let on hire for suitable functions

Rule 9 Previous title: Members' attendances

Rule 9c Members' Code of conduct

(i) No change

(ii) No change

(iii) Previously: Junior members: will be dealt with by the Club's welfare officer

(iv) Previously: Social members with a grievance will come before a General Committee Meeting

Rule 15 Alterations to rules

Previously: No rule shall be altered or added to, nor shall any additional rule be passed, except at a General Meeting of members, and any proposal to alter, add to, or amend any existing rule, and the draft of such addition, alteration or amendment shall be posted on the notice board at least 1 clear week before the meeting at which such proposal shall be considered. Any resolution put before the meeting must receive a majority of not less than two-thirds of the members voting before becoming effective.

November Committee Meeting 2024

Rule 1 “gymnasium” changed to “Clubhouse”

Rule 4a Membership categories

- (i) No change
- (ii) No change
- (iii) No change
- (iv) Removed: Senior citizens - female persons over the age of 60 and male persons over the age of 65 interested in the Club's activities. Some of whom may still wish to avail themselves of the sporting facilities of the Club
- (v) Renumbered
- (vi) Renumbered

Rule 5 Officers and Committee

- a) Previously: The following Officers shall be elected annually at the Annual General Meeting of the Club: President, Captain, Vice-Captain (who shall be the retiring captain), Captain Elect, Secretary (who shall be elected for a minimum of 2 years), Assistant Secretary, Treasurer (who shall be elected for a minimum of 3 years) and Auditors.
- b) Previously: Monthly committee meeting - a meeting of the General Committee shall be held monthly and at such additional times as might be deemed necessary by the Captain or Secretary of the Club

Rule 8 Hiring the Club premises

- a) Previously: The Club premises and appurtenances may be let on hire for suitable functions
- b) Removed: A Lets Committee to deal with the letting of the Club shall be appointed by the General Committee. Such Lets Committee shall have power to let the Club buildings and appurtenances at such number of times as the General Committee shall decide at their first meeting after the Annual General Meeting. 3 days' notice of any lets shall be posted on the notice board
- c) Renumbered
- d) Renumbered

Rule 8 Hiring the Club premises

- a) Removed: Every member shall endeavour to be at the Club at least once in each week
- b) Renumbered
- c) Renumbered
- d) Renumbered

Rule 10 Guests

After “Members may introduce and entertain friends” removed “(not to exceed 2 on any one occasion)”

Rule 14 Delegation of power to Sub-Committees

- a) “monthly meeting” changed to “ General Committee Meeting”
- b) “monthly meeting” changed to “ General Committee Meeting”

AGM 2017

Rule 9d Member’s attendances – Conduct of conduct

Previously: Conduct - any complaint, in writing, that the conduct of any member or members has been injurious to the character or prestige of the Club shall be considered by the General Committee, who shall have the power to expel such members. The Captain, or in the Captain's absence, the Vice-Captain or Secretary of the Club shall have the power to temporarily suspend such member or members until the complaint shall have been considered by the General

Committee. No such suspended member shall be supplied with any excise article during such suspension.

AGM 2005

Rule 8a Hiring the Club premises

Last 5 words of sentence deleted: "excluding hire for personal gain"

AGM 1998

Rule 4a Membership categories amended, previously:

- (i) Playing members (senior) - persons over the age of 18 wishing to avail themselves of the competitive sporting facilities of the Club
- (ii) Non-playing members (senior) - persons between the ages of 18 and 65 not covered by (i)
- (iii) No change
- (iv) Removed: Associate members - members of the BAAC Supporters association may have the use of the social facilities of the Club but shall no have no voting power
Added: Senior citizens
- (v) Removed: Honorary members - persons interested in the Club's activities, who make an annual subscription of not less than £1.00 may become honorary members but shall have no voting power
- (vi) Renumbered
- (vii) Renumbered

AGM 1996

Rule 4d Membership arrears

Added the following: A re-joining fee, equivalent to the membership subscription payable at that time must be paid, plus the normal membership fee, before being eligible to once again become a member.