

SWANSEA BRIDGE CLUB

RULES

NAME AND ADDRESS

The Club shall be called "The Swansea Bridge Club" and its registered address is 22, St. James' Gardens, Swansea SA1 6DY.

1. OBJECTS

The objects of the club are:-

(a) Social and non-political.

(b) to provide and maintain a club house or premises suitable for the use, entertainment or recreation of the Members and to supply for their accommodation, meals and refreshments (including intoxicating liquor).

(c) to provide facilities for study, playing and demonstration of intellectual games, more particularly Contract Bridge, in accordance with the rules of the Portland Club and in compliance with any bye-laws of the Welsh Bridge Union.

2. MANAGEMENT

The management of the affairs of the club and the disposal of the funds and property including the purchase for the club, and the supply by the club, of intoxicating liquor, shall be vested in a General Committee. The General Committee shall consist of a Chairman, Hon. Secretary, Hon. Treasurer, and five other full members of the club. The General Committee shall be elected by the full members at the Annual General Meeting. Members of the General Committee shall hold office for the period up to the following Annual General Meeting¹ and shall then retire but shall be eligible for re-election.

Five members of the Committee shall form a quorum.

No member of the Committee shall be entitled to receive any remuneration for his services as such member.

The General Committee may, from time to time, appoint from the members of the club, any sub-committee as they may deem necessary or expedient, and may refer or depute to any such sub-committee such of the powers and duties of the General Committee as they may determine. Such sub-committees shall periodically report their proceedings to the General Committee and shall conduct their business in accordance with the directions of the General Committee.

¹ Amended 2020 AGM

Duties of officers

The Hon. Secretary shall on all occasions in the execution of his/her office act under the superintendence, control and direction of the Committee.

He/she shall receive moneys on account of the club and pay them to the Treasurer or direct to the Club's Bank. He/she shall keep such accounts, documents and papers of the Club in such manner and for such purposes as the Committee may direct.

He/she shall summon and attend all meetings of the club and take minutes of the proceedings.

He/she shall ensure that the Club is registered with the Magistrates' Court, under the provisions of the Licensing Act. He/she shall be responsible for the Insurance of the Club against fire and burglary and in respect to liability for accidents occurring to the Club servants and for other purposes directed by the Committee.

He/she shall carry out such other duties as are reasonably incidental to his/her office.

The Hon. Treasurer shall be responsible for seeing that all moneys, whether received by him/herself, the Secretary, or any other officer or the Stewardess are duly paid into the club's Bank, at least once a week.

He/she shall also see that all debts of the Club are paid as directed by the Committee by cheques signed by any two of the authorised signatories. He/she shall at every regular meeting of the Committee (or more often if required) produce the Paying-In Book and Bank Statements for inspection showing that the foregoing duties have been carried out.

He/she shall keep such accounts, documents and other papers of the Club, not otherwise kept by the Secretary, in such manner and for such purposes as the Committee may direct.

He/she shall in every year prepare or cause to be prepared, the balance sheet and income and expenditure account and submit it to the auditor of the club.

The officers shall not be held personally responsible for the failure to carry out any of the duties mentioned above.

Trustees

The Club shall appoint four named trustees annually for the purpose of protecting the property interests of the members, such as the mortgage and sale of the property. The trustees are appointed at each and every ¹AGM and each will be eligible for re-election.²

3. MEMBERSHIP

The membership of the Club shall comprise of Full Members, Honorary Members, Life Members and the Club President, as follows³:-

(a) Full members who are the only members who are entitled to vote at all meetings of the Club and who are eligible for election to the General Committee.

(b) Honorary Members - The General Committee shall have the power to elect as Honorary members, active members of 40 years standing, who, as such, shall not be required to pay a subscription only table money, but be entitled to all the privileges and benefits of membership except that he/she shall not be allowed to be a member of the General Committee nor be entitled to vote.

(c) Life Members - The General Committee have the power to nominate for consideration at the Annual General Meeting, Life Membership to anyone whose services in the interest of the Club are worthy of distinction⁴. Life Members shall have the same privileges as Full members, but shall not pay the annual subscription. The Management Committee has the power to stop the payment of subscriptions to WBU and WWBA for Life Members who are no longer playing in Swansea Bridge Club.⁵

(d) President –The Annual General Meeting has the power to elect as President any person who has rendered conspicuous service to the Club, such appointment continues while he/she remains an active playing member of the club. There shall be only one President at any one time. He/she shall be entitled to vote but shall not be allowed to be a General Committee Member. He/she shall not pay the annual subscription and shall be entitled to all the privileges and benefits of membership.

(e) Temporary members – The Management may invite members or any other duly registered Clubs of good standing to be Temporary Members of the Club for such time as they may consider desirable and such Temporary Members, whose names shall be inscribed in the Visitors' Book, shall thereupon be entitled to the benefits and privileges of the Club without payment of subscription, but shall be subject to all the Rules and Bye-Laws of the Club. Temporary membership may also be granted to visitors to Swansea who usually reside over 50 miles from Swansea on payment of such Fees as the Management may from time to time determine. The Management also have power to introduce as Temporary Members, without payment, any persons participating in inter-club competitions or competitors playing in any open competition. Members of the

¹ Amended 2020 AGM

² Amended paragraph AGM 2017

³ Amended AGM 2020

⁴ Deleted 2018 AGM

⁵ Sentence added AGM 2017

Council of the Welsh Bridge Union and the Committee of the West Wales Bridge Association shall be deemed Temporary Members of the Club during those days on which they attend at the Club for official duly convened meetings of the Welsh Bridge Union.

Members of the Welsh Bridge Union are entitled to temporary membership of the Club during such time as they may be actually participating in any match or competition arranged under the auspices of the Welsh Bridge Union, subject to their names and membership number being inscribed in the Visitors' Book. The Management have power to suspend this rule without notice, if in their opinion there may be insufficient accommodation for Club Members.

4. PROPOSAL AND ELECTION OF CANDIDATES

Every candidate for membership shall be proposed by one Member and seconded by another Member, both of whom shall vouch from their personal knowledge for the fitness of the candidate. Such proposals shall be in writing, in such form and contain such particulars as the General Committee shall determine. A list of candidates for membership shall be posted on the Club notice board and they shall come up for election in the order in which their names appear. Every application shall be submitted to the General Committee at the meeting next following the expiration of six days from date of posting. Candidates shall be elected by a majority of members on the General Committee present and voting. The Chairman of the General Committee shall have a second or casting vote should there be an equality. Candidates for election to membership may be admitted as guests whilst awaiting election. If an ordinary member of the Club desires to object to the election of any candidate, he/she shall deliver to the Secretary a notice in writing of such objection, and the grounds thereof, before such election takes place. Subject as provided in these rules, the decision of the General Committee as to the election or rejection of any candidate shall be final.

5. ANNUAL SUBSCRIPTIONS

The year shall be from the first day of April to the thirty-first day of March following. Subscriptions (together with any entrance fees) are due upon election and payable within 14 days, and the renewal subscriptions on the first day of April in each year. As soon as possible after the 30th April in each year the Hon. Treasurer shall submit to the General Committee a list of those members whose subscriptions have not been renewed and the General Committee shall be entitled (but not bound) to terminate forthwith the membership of any such defaulter, and to direct that his name be deleted from the books, without prejudice to their power to restore such name and membership if it shall later appear that there was a satisfactory reason for failure to make prompt payment. The annual subscription shall be decided at the Annual General Meeting. Members elected after 30th September in each year shall pay half the annual subscription for the remainder of the current year, i.e. up to the 31st March, provided that they, at the same time, pay their full subscription for the ensuing year.

6. RESIGNATION OF MEMBERS

Any Member may resign his membership by giving to the Secretary notice in writing to that effect and every such notice, shall unless otherwise expressed, be deemed to take effect from the first day of May following.

7. CONDUCT

There shall be a sub committee of a minimum of 3 informed, long standing members set up to deal with issues concerning the rules and ethics of the game of Bridge, and the conduct of members. The sub committee will report their decisions to the General Committee. The General Committee shall have absolute power to caution or suspend such Member, request him to resign or to expel him if they should, in their discretion think so fit, and without assigning any reason for so doing, and there shall be no appeal whatsoever from their decision which shall be final, nor shall any such Member have any claim or remedy against the Club, or the General Committee or upon their property or funds. Any Member leaving the Club under this rule shall not have any portion of his subscription refunded and may not at any time be admitted to the Club premises.

8. ANNUAL GENERAL MEETING

The Annual General Meeting of the Club shall be held once in every calendar year at such time (not being more than 15 months after holding of the last preceding Annual General Meeting or such longer period where circumstances beyond the control of the Club do not allow for a meeting to be held within that timeframe and in those circumstances to be held as soon as reasonably practicable¹) as the Committee may decide. At least 28 days notice before the date of the meeting a notice shall be posted on the main Club notice board. No business shall be transacted at any General Meeting unless a quorum of members is present at the time the meeting proceeds to business. 15 members personally present shall be a quorum. The chairman of the Committee, or in his absence, a Member of the Committee, shall preside as Chairman at every General Meeting of the Club. Special General Meetings shall be convened by the Committee or on written requisition sent to the Secretary and signed by not less than 10 Members, or if the total number of Members entitled to vote at a General Meeting is less than 50, by not less than one fifth of such Members.

The purpose of the meeting will be to transact the following:

- (a) To receive the Chairman's Report
- (b) To receive the Annual Accounts
- (c) To elect Officials and General Committee
- (d) To consider proposals for rule changes
- (e) To consider proposals included on the Agenda. All proposals must be submitted by members at least **28 days** before the AGM, and posted on the club notice board at least **21 days** before the AGM.
- (f) An amendment to a proposition will be in the form of another proposition. The new (amendment) proposition must be submitted at least **14 days** before the AGM, and posted on the club notice board **7days** before the AGM.

¹ Added 2020 AGM

9. HOURS

The Club shall be open to members at hours designated by the committee and clearly displayed in the Club. Any rubber not finished at the closing time of any session to be adjusted in accordance with Law 13 of the Portland Club rules. The Management have power to alter the hours in the case of any match or competition but the competitors are liable to pay additional table money if required by the Management. Members shall vacate the premises within 15 minutes after the evening session.

The Management are empowered to close the premises for such times as may be necessary for cleaning or repairs. The General Committee are also entitled to close the Card Rooms, not exceeding two days in any one month, for exhibition matches or demonstrations.

10. VISITORS

Every Member shall, subject to such Rules or Bye-laws as shall be made from time to time by the General Committee, be allowed to introduce visitors and every visitor shall be considered the guest of the Member introducing him/her provided that no person shall be introduced as a visitor into the Club whose conduct or presence in the Club may be considered by the General Committee objectionable or prejudicial to the interests of the Club. The Secretary of the Club is entitled to refuse admission to any visitor without giving a reason for such refusal. It will be considered a breach of privilege for any Member to introduce a local guest who has visited the Club more than five times in the current year.

On entering the Club, Members must inscribe the name and address of any guest in the book kept for that purpose and pay the requisite fee. No guest can order or pay for any meals, refreshments, wines or spirits etc. Members introducing guests shall be responsible for any debt of honour contracted by any such guest and for the observance of such guests of the Rules and Bye-laws in force for the time being.

Guests and visitors using the Club other than for area and national competitions, matches and special events shall pay a visitors' fee.

11. REFRESHMENTS

Refreshments may be ordered from the attendants by Members only and must be paid for before leaving the premises. No intoxicating liquor may be consumed in the Club premises unless it is paid for before, or at the time when, it is supplied. Alcoholic drinks will not be supplied to persons under 18 years of age. The permitted hours for the sale of intoxicating liquor shall be fixed by the General Committee and may from time to time be altered by it, provided that –

- (a) The hours so fixed shall not on any day be longer or begin earlier or end later than the general licensing hours for the time being in force.
- (b) There shall be a break in the afternoon of not less than two hours.
- (c) On Sundays, Christmas Days and Good Fridays there shall be a break from 3.00

p.m. to 5.00 p.m. and there shall not be more than 3 1/2 hours after 5.00 p.m.

- (d) Written notice of the hours so fixed by the General Committee shall be signed by The Chairman or Secretary of the Club and shall be sent to the Clerk to the Justices, and no alteration of these hours shall be or become effective until such written notice shall be so given.

12. RULES

The Rules of the Club cannot be added to, amended or repealed except at a General Meeting. Propositions for alterations of rules must be submitted in writing to the Hon. Secretary, one month prior to the date of such meeting and shall be posted on the Club Notice Board 21 days before the meeting. Propositions will be voted upon without any amendment and shall not be carried unless two thirds of the votes are cast in favour. The General Committee shall be the sole authority for interpreting the Rules and Bye-laws of the Club and for settling all disputes relative to the affairs of the Club and the conduct of the members in relation thereto. In these rules the singular shall include the plural and vice versa. The Rules of the Club shall be printed and a copy of them shall be displayed in the club at all times.

13. WINDING UP

If, at an Extraordinary Meeting, the Club agrees that it is necessary to wind up the Club, the Committee shall be empowered to take whatever action may be required to realise the assets of the Club.

The surplus proceeds, after payment of all debts, shall then be distributed amongst members. Each current member is allotted one unit for each year of unbroken membership from the last time of joining.

14. BYE-LAWS

Any notice in relation to Members posted on the Notice Board of die Club by direction of the General Committee shall, after 48 hours from the time of posting, be deemed to be notice to all Members of the Club.

The Management have power to include card money in any inclusive charge for matches, Competitions or Rubber Bridge.

No Player may cut in at any table at which the stakes have already been arranged, unless willing to play for those stakes. Only cards provided by the Club may be used.

No game shall be played in the public rooms except Contract Bridge without permission of the Management.

Dogs are prohibited in the Club premises, except for guide dogs.

Any complaints or suggestions should be handed to the Secretary in writing. In all such matters the decision of the General Committee shall be final. The conduct of any servant

shall not be the subject of any personal reprimand.

Members shall keep as silent as possible in the Club, particularly in the Card Rooms and shall not do anything which may be or become a nuisance or cause of damage or annoyance or inconvenience to the occupiers of the adjoining or neighbouring houses or to the neighbourhood or to other members of the Club or their property. Members violating this Bye-law are liable to be suspended or expelled, in accordance with these Rules.

Approved AGM: 24th July 2004; amended AGM 26th July 2017; amended 25th July 2018.