

THE MOOR CLUB

Club Rules

as adopted at the first AGM on 24th March 2022

35 Heaton Moor Road,
Stockport, SK4 4PB

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The Club shall be known as The Moor Club presently situated at 35 Heaton Moor Road, Stockport.

The present club was formed in 2011 by a merger of two previously existing clubs, The Heaton Chapel Reform Club, founded in 1874 and a club also called The Moor Club, formerly the Heaton Moor Conservative Club, founded in 1881.

The object of the Club shall be the provision of recreational facilities for the social benefit of its members and the wider community.

The Club will not have any political or religious affiliations.

The Club will not discriminate on the grounds of sex, race, politics or religion. Subject to that provision, eligibility for membership of the Club will be within the absolute discretion of the Management Committee

The Club will seek to develop its facilities to suit a full range of people within the Four Heaton's communities, including considering the varied expectations of its members and potential members.

The Club will be a broadly based, non-profit distributing community facility, where its members may go to enjoy a range of activities and social events in attractive and comfortable surroundings.

MEMBERSHIP

1 — Classification and Nomination

The Club shall consist of Full Members, Junior Members, Country Members, Family Members, Honorary Members and Life Members in such numbers as the Management Committee may from time to time determine.

Any person having attained the age of eighteen years (or 14 in the case of Junior Members) shall be eligible for membership. They shall complete a proposal form stating the name and address together with proof of identity and declaring that they are a suitable person for membership.

Junior Members must have their application countersigned by a parent or guardian.

Subject to the following conditions:

(i) Full Members

Any person aged 18 or over desiring to become a member.

(ii) Junior Members

Will have attained the age of 14 years, will be under the age of 18 when subscriptions become due.

Junior Members will be limited in their rights to bring in guests; they will be required to ask the permission of bar staff to bring in any guest on every occasion.

Junior Members shall abide by a specific set of byelaws governing their duties and

responsibilities whilst on the premises. From time to time these byelaws may be amended by the Management Committee.

- Junior Members may attend the AGM but shall not
 - be entitled to nominate nor be eligible for nomination to any office, nor
 - be a member of the Management Committee, nor
 - vote at any meeting.

(iii) Country Members

Any person who resides beyond a radius of ten miles from the Club premises may be admitted as a Country Member if they so desire. The method of nomination and election shall be in all respects the same as any other relevant class of membership, except in the case of persons already members who desire on account of change of residence to become Country Members.

A Country Member shall not be entitled to nominate nor

- be eligible for nomination to any office, nor
- be a member of the Management Committee nor
- vote at any meeting.

A Full Member on becoming a Country Member shall vacate any office or seat on the Management Committee which they may hold.

(iv) Honorary Members

The members, at the Annual General Meeting, may elect as Honorary Members (without subscription) persons who, for services to the Club or on other grounds, are considered worthy of such election, such members to have the same rights as Full Members.

(v) Life Members

Following written application, Life Membership may be granted on payment of such sum as may apply at the time of application, as determined by the Management Committee. Such members shall have the same rights as Full Members.

(vi) Application for membership

Application for membership shall be by way of an application form available from the Club Manager, The completed form should be handed in at the bar where the staff will then process the application, enter it on the database and issue a numbered membership card. The club manager will have the authority to accept or decline any application.

(vii) Objections.

Objections by current members of the club to a nominee's membership must be submitted to the Secretary in writing and must clearly specify the reason(s) for objection. The Management Committee shall consider any objection submitted to it but its decision

on the application shall be final and at its absolute discretion.

2 — Processing of applications

No member other than a member of the Management Committee or the manager shall be able to accept and process a nominee as a member. In the event of the application being declined. This will be recorded in the minutes of the monthly meeting where the rejection will be reviewed.

3 — Election of Members

No candidate shall be deemed to be a permanent member of the Club until they have been issued with a membership card and have paid their first subscription. Payment of the subscription by a Member shall be considered as implying their acquiescence in the Rules and Bye-Laws displayed within the Club and their agreement to be bound thereby.

4 — Competence of Members

No member shall be:

- nominated to the Management Committee until they have been a member for at least two consecutive full years.
- permitted to propose or second a candidate for the Management Committee until they shall have been a member for one full year
- permitted to ballot or vote upon any occasion whatsoever until they shall have paid their subscription for the then current year in accordance with Rule 5.

5 — Subscriptions

- (i) Subscriptions are due on the first of January each year and are payable in advance.
- (ii) The subscription for membership shall be as determined by members at the Annual General Meeting.
- (iii) Any member reaching the age of sixty-five years shall become eligible to pay a subscription of half of the full subscription.
- (iv) Any member failing to pay their membership by the end of January will be subject to an additional administration fee of £10.
- (v) Any member failing to pay their subscription by the end of February shall cease to be a member and thereafter membership must be re-applied for under Rule 1.
- (vi) In circumstances approved by the Management Committee subscriptions may be varied.

6 — List of Members

An up to date computerized list of Members shall be held by the Club and updated each year

7 — Resignation

- (i) Any member who wishes to resign from the Club shall give notice to that effect in writing to the Secretary before the end of the year for which such member has paid their subscription.
- (ii) Any member whose membership terminates, either by resignation or otherwise, shall have no claim upon the effects or property belonging to the Club, nor have any part of their subscription returned.

8 — Management Committee

- (i) The concerns of the club shall be controlled by a Management Committee. This Committee shall consist of three officers, viz. Chair, Honorary Treasurer, and Honorary Secretary, together with five ordinary members all to be elected by an Annual General Meeting.
- (ii) No member shall be eligible for election as an officer or to the Management Committee unless they have been a member for two consecutive full years.
- (iii) A quorum shall consist of FOUR members, one of whom shall be an officer of the Club.
- (iv) The Management Committee will usually meet monthly unless urgent business demands additional meetings.
- (v) The three officers as defined in sub-para (ii) shall be automatically re-elected unless alternative nominations are received by the Honorary Secretary, in writing, not later than the first day of December prior to the Annual General Meeting. Should the Management Committee deem it to be in the interests of the Club that any of these officers be replaced, a Special General Meeting shall be convened for that purpose.
- (vi) The five ordinary members of the Management Committee shall serve for a period of three years and shall be eligible for re-election by a General Meeting. The Management Committee shall have the power to fill any vacancies on the Committee prior to an Annual General Meeting.
- (vii) An Entertainments (or Games) Committee shall be organised by an Entertainment Secretary who will be appointed by the Management Committee. Members of the Committee will be co-opted by the Entertainment Secretary as deemed necessary. This Committee shall be accountable to the Management Committee for all of its intending activities; it shall elect its own Chair. Members of the Club may serve on the Management Committee and the Entertainments Committee at the same time. The officers of the Club shall be ex officio members of the Entertainments Committee. The role of Entertainment Secretary shall be regarded as an ex-officio member of the Committee.

9 — Powers of the Management Committee

In furtherance and not in limitation of its general power, the Management Committee shall have power:

- (i) To appoint, remove and suspend all officers and paid servants of the Club.

- (ii) To make all such regulations (not inconsistent with these General Rules) as it from time to time deems necessary for the internal management and well-being of the Club until set aside at a General Meeting.
- (iii) To manage all the concerns of the Club and may make and enforce any bye-laws it considers necessary.
- (iv) To determine the Rules, should any matter arise which is not provided for in these Rules.
- (v) To appoint sub-committees and to co-opt members of the Club to such sub-committees. No member shall be elected or co-opted to any committee of the Club unless they have been a member for at least twelve months.
- (vi) To levy an entrance fee on new members.
- (vii) To levy an entrance fee on members and their guests using the lounge bar on the occasions of special functions.
- (viii) To raise such sums of money upon the security of the Club property, real or otherwise, as may be deemed necessary.
- (ix) To invest all monies for the time being held on behalf of the Club and not immediately required for the ordinary expenditure of the Club in any modes of investment allowed by law for the investment of trust funds.

10 – Heaton Moor Limited

- (i) Heaton Moor Limited (the company) registered under company
- (ii) registration number 7492518 is the registered proprietor of the freehold
- (iii) premises of which the Club is the leasehold occupier and is in possession of certain funds held for the purposes of the Club.
- (iv) There are not more than six and not less than four members of the company who are also the directors and company secretary.
- (v) The articles of association of the company provide that the members/directors/secretary must also be members of the Club and no one who is not a full member of the Club can be a member/director/secretary of the company.
- (vi) Except for the first six members of the company, the Club in a duly convened general meeting shall otherwise nominate the members of the company.
- (vii) No member of the Club who has not been a member for at least two years shall eligible for nomination to membership of the company.
- (viii) No member of the Management Committee shall also serve as a member or officer of the company.
- (ix) Nominations for membership of the company shall, in the case of the Annual General Meeting, be called for in accordance with clause 13 hereof. In the case of nominations being called for in a Special General

Meeting, a notice shall be posted in the clubrooms not less than 14 days before the meeting.

11 — Duties and Liabilities of Officers

The Honorary Secretary shall be the person to sue or be sued in any claim by or against the Club, except insofar as such default results from their respective fraud or dishonesty. The Honorary Secretary and members of the Management Committee shall not be liable (other than as members) for any loss suffered by the club as a result of the discharge of their duties on its behalf and they shall be entitled to an indemnity out of the assets of the club for all damages, costs, expenses and other liabilities incurred by them in discharge of their respective duties. The Secretary shall conduct the correspondence of the club and shall have custody of all documents belonging to the Club. Full and correct minutes of all meetings relating to the Club shall be kept by the Secretary.

The Treasurer shall keep all necessary books of accounts of the Club and shall make up the annual statement of account and balance sheet of the Club to the end of Club's financial year which shall, after scrutiny, be circulated amongst the members with the AGM notice.

The Management Committee shall elect a Chair at the start of each new session. As well as chairing the Committee the elected person will also chair the Annual General Meeting and any Special Meetings.

12 — Meetings & Attendance

- (i) The Management Committee shall meet as often as is necessary to transact current business.
- (ii) Any member of the Management Committee failing to attend three consecutive meetings without reasonable cause shall cease to be a member of the same and the Management Committee shall be at liberty to co-opt a member to fill the vacancy. This member shall become eligible for re-election at the Annual General Meeting.

13— Nomination

A notice calling for nominations to fill vacancies on the Management Committee for the ensuing year shall

- (i) be posted in the Club rooms on the last Monday in January and
- (ii) withdrawn on the second Monday in the following February at 20.00 hours.

14— Vesting of Club Assets

- (i) The lease of the club premises together with the property, effects and investments of the Club shall be vested in the officers of the Club.
- (ii) The officers have no executive authority to expend resources or to instigate any legal actions, proceedings or seek legal opinion unless directed to do so in writing by the Management Committee.
- (iii) All original papers, documents, letters, deeds, leases, licenses, agreements and the like relating to the activities of the Club shall be held in the custody of the Secretary of the Club.

- (iv) They shall be indemnified by the Management Committee out of the assets of the Club from and against any liability, costs, expenses and payments whatsoever which may be properly incurred or made by them in the exercise of their duties or in relation to any property of the Club vested in them, or in relation to any legal proceedings, or which otherwise relate directly or indirectly to the performance of the functions of an officer of the Club provided that these have been undertaken at the written direction or resolution of the Management Committee.
- (v) In the event that the Club ceases to exist for any reason, the Management shall ensure that all its assets shall be sold, realised or collected and the proceeds applied in discharging the liabilities and expenses of and incidental to the termination of the Club. Thereafter, the balance of any assets shall be distributed to local charities and organisations.

MEETING OF MEMBERS

15 — Annual General Meeting

- (i) The Annual General Meeting will normally be chaired by the Chair of the Management Committee. In their absence the Chair will appoint, in writing, someone to deputize.
- (ii) The Annual Meeting of Members shall be held not later than the last day of March each year for the purpose of receiving the report of the previous year, the election of officers and general business. The Management Committee shall have power to call a Special General Meeting at any time, subject to 14 days notice being given, stating the object for which such a Meeting is called.
- (iii) At every Annual General Meeting a firm of professional [accountants](#) shall be appointed to prepare the accounts for the following year. The accounts shall be made up to the 31st December each year and shall be signed by the Treasurer. They shall be verified by the auditors appointed at the previous Annual General Meeting.
- (iv) A printed copy of the Balance Sheet shall be sent to each member prior to the Annual General Meeting.

16 – Members calling a Special General Meeting

30 subscribing members shall have the power to instruct the Chair and Secretary to call a Special General Meeting at any time by giving fourteen days notice setting forth in writing the object for which the meeting is called.

17 — Voting Rights at General Meetings

Full Members, Honorary Members and Life Members shall have full voting rights in accordance with Rule 4 —“Competence of Members”. Junior and Country Members shall have voting rights as laid down in Rule 1 sub-pars (ii) and Rule 1 sub-para (iii) respectively.

18 — Alteration of Rules

- (i) No changes shall be made to the meaning of these Rules unless at an Annual General Meeting or Special Meeting that is called for the purpose.
- (ii) Any proposed alteration or addition must be signed by the proposer and seconder and deposited with the Secretary at last fourteen days before such Annual or Special Meeting.

19 — Damages

Whosoever damages any part of the furniture or other property of the Club shall make it good to the satisfaction of the Management Committee on demand.

20— Hours of Opening

- (i) The opening hours shall be limited by the terms stated in The Club Premises Certificate. The Club shall be open for the use of Members between the hours specified on the noticeboard on all days except Good Friday and Christmas Day provided nevertheless that the Management Committee may, if and when it considers the circumstances are such as to make it desirable, extend, curtail or alter the hours of closing the Club premises.
- (ii) The hours during which intoxicating liquor may be supplied or consumed shall be limited to licensing hours.

21 — Violation of Rules

- (i) The Management Committee shall have the power to reprimand, suspend (for a period not exceeding six months) or expel any member who shall infringe any Rule or whose conduct in or out of the Club shall, in their opinion, be prejudicial to Club principles, or to the character or interests of the Club; and any member guilty of conduct likely to endanger the welfare, unanimity or good order of the Club.
- (ii) The Chair or Secretary shall be empowered to order the immediate withdrawal of any member whose conduct is in conflict with the Rules of the Club and who, after warning, persists therein.
- (iii) A complaint, made whether or not by (ii) of this Rule, must be reported to the Management Committee at their next meeting, which must be held within seven days of the committal of the alleged offence. Such member shall have no right of reentry to the Club premises until summoned to meet the Management Committee. If the Management Committee are of the opinion that the complaint laid against any member does not warrant their summoning the said member to appear before them, the member in question must be notified to this effect and they shall then be free to resume their rights as a member.
- (iv) At least seven clear days' notice in writing shall be given by the Secretary to the member of their being summoned before the Management Committee, and such

- (v) Notice shall contain a statement of the complaints brought against them. No member shall be expelled without being first summoned before the Management Committee, and full opportunity afforded them to advance a defence, nor, unless a majority of at least two-thirds of the Management Committee then present vote for their suspension or expulsion, and the decision of the Management Committee shall be final, subject only to an appeal as hereinafter provided. Should the member fail to appear before the Management Committee, or give suitable reason for their non-appearance, their case can be dealt with by the Management Committee in their absence and they shall forfeit the right to appeal.
- (vi) Any member who shall feel themselves aggrieved by the decision of the Management Committee shall have the right of appeal to the members and, upon receipt of a written application from the aggrieved member, which shall include a statement reciting the grounds of appeal, within ten days of the Management Committee's decision, the Secretary shall, in writing, convene a Special General Meeting of the Members. This shall state the object of the meeting and shall include a statement of the grounds of appeal submitted by the aggrieved member and no other business except that for which the meeting has been convened shall be brought before the Special General Meeting. The members of the Special General Meeting convened in accordance with this rule may amend or rescind the decision of the Management Committee by a resolution carried by three-fourths of the votes given thereon.
- (vii) The Management Committee shall, notwithstanding the foregoing provisions, not be obliged to summon a member to appear before them to show cause why they should not be suspended or expelled in respect of an offence of which they have already been convicted and sentenced by any court of law.

22 —Visitors

- (i) A member will be allowed to bring a guest into the Club and shall enter their name and address, together with their own name, in the Visitors Book. The member shall discharge any expenses incurred by the visitor whilst in the Club.
- (ii) No person shall be introduced as a visitor more than ten times in any one year, nor after 22.30 hours between Sundays and Thursdays inclusive and 23.00 hours on Fridays and Saturdays.

24— Members' Expenses

Members must discharge all expenses they incur in the Club before leaving the premises, the Club Manager having orders not to open any accounts.

25 — Change of Residence

In case any member shall change their residence they shall send notice of such change to the Secretary.

26 — Removal of Club Property

No member shall on any pretext whatsoever take, or cause to be taken away from the Club, injure or destroy any property of the Club.

27 — Dogs

No member or visitor shall be allowed to bring a dog into the Club, unless this is

necessary to assist with a disability.

28 — Late Games

No fresh games of cards or game on the snooker tables shall be commenced which cannot be finished by 23.30 hours on weekdays and 22.30 hours on Sundays.

30 — Dress

Members and their guests must, at all times, be dressed in a smart and tidy manner whilst on Club premises.

31 — Rules & Bye-Laws

A copy of the Rules and Bye-Laws shall be displayed in a prominent position in the Club.

32—Bar

Only persons authorised by the Management Committee shall be permitted behind the Bar.

33 — Rules: Each Member to have a copy.

These Rules and Regulations shall be published & printed and a copy thereof shall be delivered to every member on their election by email & posted on the website. These rules shall be binding whether or not any member alleges or proves that they have not received a copy.

34. Property repairs and redevelopment

- (i) The Management Committee is solely responsible for vetting, approving and checking of all contractors employed by the club. All works carried out on the club premises and/or its equipment or fittings are to be checked intermittently, with a final inspection on completion, by the Management Committee's nominated representative(s).
- (ii) Works estimated at less than £2000 may be ordered by the Club Manager and authorised by either the Secretary or the Treasurer, retrospectively if works need to be carried out in an emergency
- (iii) A competitive quotation should be sought for works over £2000 and below £5000. An order for such work must be approved by the Secretary and Treasurer as representing 'good value for money'.
- (iv) Works costing more than £5000 will have a minimum of *three* independent quotations.
- (v) All quotations must be in written form and based upon the same specification.
- (vi) All quotations or tenders must be kept on file and be available for inspection by any member of the club for a period of not less than three years from the commencement of the work involved.
- (vii) Any member of the Management Committee having a vested interest in, or any deemed associations with, any contractor, or tenderer, must so declare this interest to the Committee and shall, henceforth, take no part in discussions

concerning the letting of the contract nor shall they vote on any motion to allocate the contract.

The only exemption to the above procedures shall be what would be reasonably deemed by the Management Committee to be emergencies. In such circumstances officers and committee members shall be informed as soon as practicably possible.

BYE-LAWS

That the games allowed to be played are such as the Management Committee shall approve.

- **BYE-LAWS FOR THE USE OF SNOOKER TABLES**
- All games played on the tables shall be on a time and charge basis, such charges to be determined by the Management Committee from time to time.
- Members wishing to play must enter their names on the sheets supplied for that purpose, and no more than one game may be played if the table is required and no other table is available.
- Members must acquaint themselves with the instructions for booking on and off and payment of dues, on view on the "signing-on table". Payment must be made after each "signing-off".
- Visitors must NOT enter their names on the waiting list or the "booking on" sheets, and members signing visitors in will be held responsible for any breach of this bye-law.
- The rest must be used when necessary, and no player shall sit upon the table.
- Any person damaging the cloth, cues, rests, etc, shall pay for the necessary repairs.
- No member shall be allowed to take part in any handicap until they have paid their annual subscription as provided in Rule 5; and any other sums which may be due from such member under these bye-laws.

