Social club constitution and rules

Constitution of [enter club name]

The people named below wish to form a social club known as [enter Social club name] and agree for that
These persons shall be the Committee of the [enter Social club name] until the [= = / = = =] = = = = = = = = .

Name of Member	Address of each Member	

Dated: [date]

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Rules of [Social club name]

of

[Address]

(the "Club")

Interpretation and objects

1. Definitions

These definitions apply unless	s the context •••••:
"Accounting Year"	means the year beginning on 1st [month], the date to which the TOTAL TOTAL
"AGM"	means the Annual General Meeting of the Club.
"Committee"	means the committee or board consisting of Officers and Members [elected / nominated]
"Confidential Information"	means all information about the Club and the Members but does not include information that it is reasonably necessary to
"EGM"	means an Extraordinary General Gen

	"Mer	nber"	means any person • • • • • • • • • • • • • • • • • • •	
	"Mer	mbership"	means Membership of	
	"Offic	cer(s)"	means the • • • • • • • • • • • • • • • • • • •	
	"Rule	es"	means the [rules / conditions of continuing	
	"Ser	vices"	. means supply of alcohol, ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■	
2.		me of the Club	1	
	rne	name = = = = = = =].	
3.	Main objects			
	The	objects of the Club are:		
	3.1.		oint and a means for , , , , , , , , , , , , , , , , , ,	
	3.2.		ers the .	
	3.3.	to bring to the attention	on of and make 	
		•••••	••••	
	3.4.	to strengthen the bon	ds = = = = = ·	

3.5.	to maintain and develop the Club premises $\blacksquare \blacksquare \blacksquare [\blacksquare \blacksquare \blacksquare \blacksquare], \blacksquare \blacksquare \blacksquare \blacksquare$
3.6.	to raise funds by promoting
3.7.	to apply any profits ••••••••••••••••••••••••••••••••••••
3.8.	to apply for and operate • • • • • • • • • • • • • • • • • • •
3.9.	[List other objectives]
	Terms of Membership
Mer	nbership
4.1.	Membership shall be open • • • • • • • • • • • • • • • • • • •
	4.1.1 lives in •••• [••••/••••]; ••••
	4.1.2 is interested in the Services • • • • • • • • • • • • • • • • • • •
4.2.	It is a condition of Membership that a Member
4.3.	Any Service provided by
4.4.	At any time when a Member • • • • • • • • • • • • • • • • • .
4.5.	A
4.6.	Any person may join

4.

	4.7.	The Committee reserves the
5.	Sub	escriptions
	5.1.	Payment for Membership is [
	5.2.	The Committee shall decide
	5.3.	Subscriptions are due on [
	5.4.	
6.	Def	ault voting right
	Unles	ss otherwise specified in these Rules, Output Discontinuous specified in the these Rules, Output Discontinuous specified in
7.	Priv	vileges of ordinary Members
		ordinary Member shall be entitled to • • • • • • • • • • • • • • • • • •
8.	Hor	norary Members
	8.1.	Following conditions apply • • • • • • • • • • • • • • • • • • •
		8.1.1 he is = = = [50] = = = = = = ; = = =
		8.1.2 he has a physical disability; or
		8.1.3 he must produce a session session session [session] session sess

	8.2.	An honorary Member will have following rights:
		8.2.1 entitlement to receive notices • • • • , • • • • • • • • • • • • • •
		8.2.2 carries no vote at a meeting of the
		8.2.3 is entitled to introduce guests,
9.	Life	Members
	9.1.	The following conditions
		9.1.1 he has been • • • • • • • • • • • • • • • • • •
		9.1.2 he has been an officer • • • • • • • • • • • • • • • • • • •
		9.1.3 he has paid the
	9.2.	A life Member will have • • • • • • • • • • • • • • • • • • •
	9.3.	In addition to the rights of ••••• ••• ••• ••• ••• ••• ••• ••• ••
10.	Res	ignation, suspension and expulsion
	10.1.	A Member may resign from the Club by informing • • • • [• • • • / • • • •] • • • • • • • • • •
	10.2.	The Committee has the power to:
		10.2.1 suspend (
		10.2.2 expel;

	any Member who infringes any of these Rules • • • • • • • • • • • • • • • • • • •
10.3.	No Member shall be suspended or expelled • • • • • • • • • • • • • • • • • • •
10.4.	Suspension or expulsion shall not be permitted •••••••••••••••••••••••••••••••••••
10.5.	A suspended member shall not •••••••••••••••••••••••••••••••••••
10.6.	If a Member chooses to resign or •••••••••••••••••••••••••••••••••••
10.7.	Expulsion shall be permanent.
Con	fidentiality
11.1.	Each Member agrees and undertakes that he will:
	11.1.1 not remove from Club's premises or copy or allow anyone else to copy from
	11.1.2 in respect of any part of the Confidential Information of the Club, from today until
11.2.	This paragraph does not apply to disclosure:
	11.2.1 made with the consent of the

11.

		11.2.3 as may be • • • • • • • • • • • • • • • • • •
		Management of the Club
12.	Арр	ointment and removal of Officers
	12.1.	The Officers shall be:
		12.1.1 Chairman
		12.1.2 Vice Chairman
		12.1.3 Secretary
		12.1.4 [
	12.2.	Office holders and
	OR	
	12.3.	Office holders shall hold office • • • • [• • • •] • • • • , • • • • • • • • • •
	12.4.	No office holder shall hold office for $\blacksquare \blacksquare \blacksquare$
	12.5.	Each office holder shall
13.	Man	agement of the Club
	13.1.	The Committee shall manage the Club.
	13.2.	The Committee shall be made ••••[12]••••, ••••
	13.3.	The initial members ••••••••••••••••••••••••••••••••••••

		[Name], ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■
		[Name], ••••••••••••••••••••••••••••••••••••
	13.4.	At each AGM one third members of the
	13.5.	Any Member may be a Committee member, ••••••••••••••••••••••••••••••••••••
	13.6.	To nominate a Committee member, a Member shall write to the Secretary [and to each [28]
	13.7.	
14.	Con	nmittee to take decisions collectively
	14.1.	
	14.2.	
	14.3.	

[Name], •••••••••••••••.....

		14.3.1 change the Rules of the Club;
		14.3.2 change the constitution of the Club;
		14.3.3
		14.3.4 dissolve the Club;
		14.3.5 [other decisions the Members want to enter]
15.	Quo	orum for Committee meetings
	15.1.	,
	15.2.	
16.	Pow	vers of Committee
16.		
16.	•••	vers of Committee
16.	16.1.	vers of Committee
16.	16.1. 16.2.	vers of Committee
16.	16.1. 16.2.	vers of Committee

	16.6.
	;
	16.7. making arrangements to provide Services;
	16.8.
17.	Committee may delegate
	17.1.
	17.1.1 by whatever means
	17.1.2 to whatever extent
	17.1.3
	17.2.
	17.3.
18.	Committee's expenses

Decision making by Members

19. Annual General Meeting	١a
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19 1	
10.11	[]:
	19.1.1
	•;
	19.1.2
	19.1.3 electing members of the Committee;
	19.1.4 fixing the subscription charges for Membership, and
	19.1.5
19.2.	
19.3.	
19.4.	1001
	,

20. Extraordinary General Meetings

20.1.			•••••	
	••••	 [• • • • • • •	
20.2.			 ■■■■[14]	• • • • •

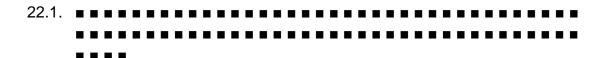
20.3.

21. Quorum at meetings





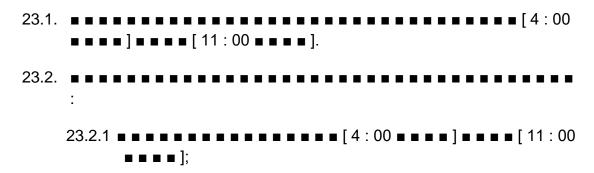
22. Voting at meetings



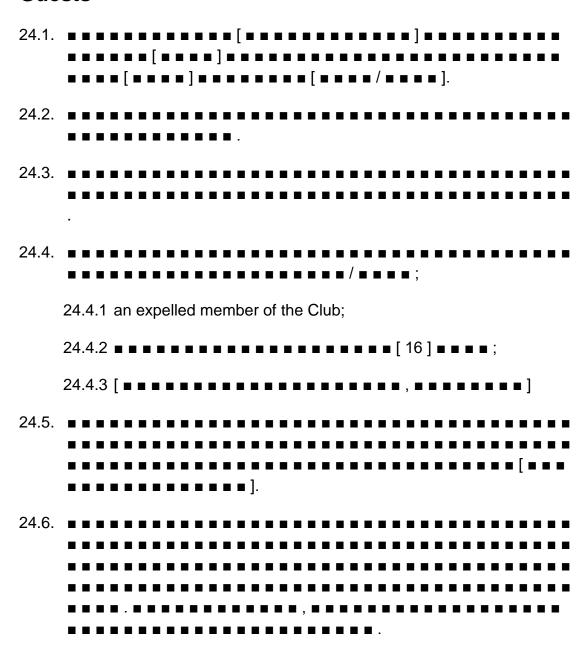


Services at the Club

23. Opening of Club premises



24. Guests

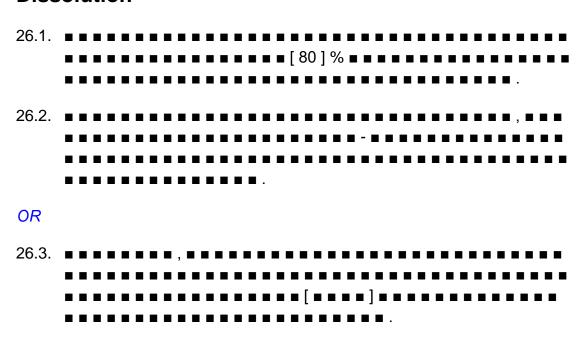


Administrative matters

25. Finance

25.1.	■ ■ ■ 1st [■					•••			• • •		• • •	• •
25.2.	:::								• • •	-	• • •	• •
25.3.	:::								• • •		• • •	• •
25.4.	•••		 	 ■ ■ [], ∎	
	•••		 ■.									
25.5.	•••	■[■] = =	 •	 • • •		• • •	••				-
25.6.			 	 	 							-

26. Dissolution



27. Breach of the Rules

27.1.	 	 	 	 		 	 		
	•				•				
		•	 					 	-
		 ■ .							
27.2.	 	 	 	 		 	 	 1	
<i>۱.</i> ۷.									

28. Miscellaneous matters

28.1.	
28.2.	[
	 2018 [].
28.3.	
	•••••
28.4.	
	It shall be deemed to have been delivered:
	■■ ;
	72;

		 •••••	 	[
28.5.			 	
	••••	 	 	

Signed by [name]

Signed by [name]

Signed by [name]

Signed by [name]

Schedule: Annual Subscription charges	
[• •

Explanatory notes:

Social club constitution and rules

Ga	ner	al n	Oto	9

1.	If your club, etc is not new, simply delete the first page, listing names of first group.
	There is no law requiring registration of this document on account simply of what it is. There may be registration requirements depending on your status as a taxpayer,
	We have drawn these rules for a club that carries out social activities and holds or intends to hold a club premises certificate under the Licensing Act 2003.
	Depending upon your club structure or objects you may apply for a licence for all ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ :
	 the supply or sale of alcohol,
	 the provision of regulated entertainment, and
	 the provision of late night refreshment.
	For whatever type of activity you hold a licence, we strongly advise you to consider each provision in the light of your intentions over the next several years. If the members of your club are in hundreds then you will certainly find it inconvenient and inefficient to change the rules more frequently than every year or so. So set up now for
2.	What you need to do to comply with the
	The Act applies to all personal data you collect, use or store. The scope
	The law refers to "processing ". In plain English that means you do something positive with that data. However, in the GDPR, and consequently in the Data Protection Act, you "process " data even if it only passes through your ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■

We have drawn a comprehensive free privacy policy which covers not only the usual and expected matters but which specifically provides compliance with the Act. It is *** ****							
The privacy policy is not simply a standard form that you can stick on your website and forget. For compliance, you need to check it and possibly insert details of all the data relating to members. You can •••••••••••••••••••••••••••••••••••							
You can download it at https://www.netlawman.co.uk/d/website-privacy-policy							
If your club does not have website then you may use this privacy policy stripped of references •••••••••.							
In connection with your club and your website generally, important areas of the							
you must never assume you have member's consent for anything you do in connection with his personal data. Consent must be specific and for one of the reasons provided for in the Act. Furthermore, you may use							
■ if you allow members to post information to your website, you may not process, edit or ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■							
Vou will find a full list at:							

You will find a full list at:

https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/

Paragraph specific notes:

Drafting notes following the numbered paragraphs

1. Definitions

You should first decide on the contents of the document, then return to check what definitions are needed and whether they really \blacksquare \blacksquare \blacksquare \blacksquare \blacksquare \blacksquare \blacksquare \blacksquare \blacksquare
By all means use the search/replace function in your word processor to change them. If you do change a defined term, make sure it

Remember too, that when a word or phrase is defined, the defined meaning capitalised, takes precedence over the I I I I I I I I I I I I I I I I I I
Name of the Club
Here you just need to enter the name ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ .
Main objects
This is the essence of your club. These are not "legal" matters. They are for you to decide and insert. What we have suggested are mere examples. Of course, you may
You may also list prohibited items / activities.
Membership
This rule provides you an opportunity to set down the basic membership structure, different
Subscriptions
We have provided for
Default voting right
This paragraph is largely for the avoidance of doubt - and
Privileges of ordinary Members
Edit as require
Honorary Members
Edit as require
Life Members
We do not know exactly what rights you intend one class I I I I I I I I I I I I I I I I I
We have provided alternative options for

2.

3.

4.

5.

6.

7.

8.

9.

	You may add the text to specify exactly what rights or benefits you want to attach to each
10.	Resignation, suspension and expulsion
	This rule sets out the ways to exit • • • • • • • • • • • • • • • • • • •
	Edit as you require.
11.	Confidentiality
	It is for you to decide whether all members think this provision is appropriate. This is where software, donors' details, and designs creep ■ ■ ■ ■ ■ ■ ■ ■ ■
	••••••
12.	Appointment and removal of Officers
	There should be a fixed number of persons in whom the management of the
	We provide an example structure of officers. You may add ■ ■ ■ ■ , ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■
13.	Management of the Club
	The same provision applies as to last previous rule. A A A A A A A A A A
	By all means enter more detailed duties • • • • • • • • • • • • • • • • • • •
14.	Committee to take decisions collectively
	This paragraph is most important. Without the agreement, committee members would be able to do pretty much
	At 14.3: this list has ••••••••••• .
15.	Quorum for Committee meetings

	We have provided an optional flexibility for the committee members to decide what number shall be a quorum, but that
	Consider very carefully the last option in the last sub-rule. If a meeting may be deferred, the
16.	Powers of Committee Here we provide a
17.	Committee may delegate
	Every part ••••••••••••••••••••••••••••••••••••
18.	Committee expenses This rule empowers the club This rule empowe
19.	Annual General Meeting
	We have no comments.
20.	Extraordinary General Meeting
	We suggest no change.
21.	Quorum at meetings
	We have provided an

22.	Voting at meetings
	This is entirely optional. It avoids the situation
	The chairman has an original or first vote unless he is disqualified, for example as having an interest in the subject matter of the vote. If \ \ \ \ \ \ \ \ \ \ \ \ \ \
23.	Opening of Club premises
	This is the story of how your club operates. It must be set down to match the reality.
24.	Guests
	A balanced set of provisions.
25.	Finance
25.	
	A balanced set of provisions. You
26.	Dissolution
	This is an exit provision. We have provided options as

...........

.............

27.	Breach of Rules	
	You may choose to deal with this	
28.	Miscellaneous matters	
	A number of special points. We have identified each of these as	
Signa	tures	
It is not strictly necessary to sign this document, but		
The S	Schedule	
It is no	ot necessary to schedule your membership ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ ■	
•••		

End of notes