



Constitution & Rules of Forest Hill Bowling Club

(as modified at AGM 2026)

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1. Club Name and Affiliations

- a) The Club shall be known as the **Forest Hill Bowling Club** and be affiliated to:
Bowls England
Kent County Bowling Association
Beckenham, Bromley and District Bowling Association
- b) The Club shall adopt and conform to Bowls England Rules and Regulations and the Crystal Laws of the Sport of Bowls.
- c) The Club shall be managed in co-operation with the Forest Hill Bowling Green Company Limited and its Board of Directors in accordance with the Memorandum and Articles of Association agreed between the Club and the Company.

2. Officers of the Club

- a) The officers shall be full members of the Club and shall consist of:

Club Officers:

- President
- Hon. Secretary
- Hon. Treasurer
- Fixtures Secretary
- External Competitions Secretary
- Internal Competitions Secretary
- Green Ranger
- Bar Manager
- Safeguarding Officer

Men's Section Officers:

- Captain
- Vice-Captain
- LXL Captain
- NWK Captains – one each team
- Men's Representative

Ladies' Section Officers:

- Secretary
- Captain
- Vice-Captain
- NWK Captain
- Fixtures/Match Secretary
- Ladies' Representative

- b) Officers of the Club shall be elected at the Annual General Meeting and shall hold office for a period of 12 months. All officers shall be eligible for re-election to the same office or another office at the following AGM. Members may hold more than one office if so elected.
- c) All nominations for officers shall be in writing and in the hands of the Secretary at least 7 days before the AGM.

3. Annual General Meeting

- a) The Club AGM shall be held at the end of the outdoor bowling season.
- b) All general meetings other than the Annual General Meeting shall be called Extra-Ordinary Meetings. An Extra-Ordinary General Meeting of the Club shall be convened by the Management Committee at any time by giving 14 days notice in writing (a) at the request of the Directors or (b) on a requisition signed by no less than 10 members of the Club.
- c) If the number of Club members falls below 50 then a requisition shall be validly submitted if signed by one-fifth of the Club members or by the nearest number of Club members below one fifth. In all cases the request or requisition (as the case may be) and the notice covering the meeting shall specify the resolution or resolutions to be submitted.
- d) At all general meetings of the Club voting shall be confined to duly elected members (full and life members), who shall be entitled to one vote each when present in person, and decisions shall be by simple majority; this includes where two candidates seek election to the same office. Where more than two candidates are seeking election to the same office the first vote will be for eliminating all but the two candidates receiving the highest number of individual votes. A second ballot will then be held and the final decision will be by a simple majority.
- e) Social members and junior members shall not be allowed to vote at any meeting of members.

4. Men's and Ladies' Sections

- a) Each section shall in each year hold a general meeting at least 7 days ahead of the Club AGM and of which adequate notice shall be given.
- b) At the section meetings nominations for each section's officers shall be voted on and the results shall be reported to the AGM.

5. Management Committee

- a) The affairs of the Club shall be managed by a Management Committee who shall meet at least quarterly.
- b) The committee shall comprise the Club President, Hon. Secretary, Hon. Treasurer, Men's Captain, Ladies' Captain, Ladies' Secretary and one member from each of the Men's and Ladies' Sections who may be the Men's and Ladies' Vice-captains.
- c) The Committee shall be chaired by the Club President.
- d) If none of the elected officers is also a director of the Company, a Company director shall be entitled to receive notice of and attend committee meetings in an ex-officio capacity.
- e) Any casual vacancies in the committee during its year of office shall be filled by the committee.
- f) Any five members of the committee shall form a quorum.
- g) The management committee may appoint sub-committees to deal with particular affairs of the Club including the following: Bar, Green, Catering.
- h) The purchase for the Club and the supply by the Club of all intoxicating liquor for consumption by the members on the premises shall be overseen by the Bar Manager. THE BAR MANAGER SHALL ENSURE COMPLIANCE WITH THE LICENSING ACT.

- i) The committee shall have the power to make such changes to these Rules as from time to time may be deemed necessary for the proper administration of the Club. Such changes shall be exhibited on the club notice board and shall be submitted for adoption at the Annual General Meeting or an Extra-Ordinary General Meeting.

6.Membership

- a) Membership of the Club shall be open to anyone interested in the sport of outdoor flat green bowls on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. Membership may however be limited according to available facilities on a non-discriminatory basis.
- b) Every candidate for membership must complete an application form that shall be submitted to the Club Secretary together with the appropriate subscription – returnable if the candidate is not approved. No candidate shall be entitled to the privileges of the Club until elected, except as provided by Item 9 below (Visitors).
- c) The election for membership of the Club (Full Playing Member, Social Member or Junior Member) shall be by the Management Committee by either a show of hands at a Committee meeting or remotely by email, the Secretary having provided copies of the application form to each committee member. Any committee member may demand that a ballot take place at a committee meeting where any candidate receiving two 'no' votes shall be excluded from membership of the Club.
- d) The committee shall only refuse applications for a good cause such as conduct likely to bring the Club into disrepute or where membership of the person concerned would be likely to not be in the best interests of the sport or the good conduct and interests of the club. The rights and privileges of each category of membership shall be as follows:-
- A Full Member (aged over 18) shall have full use of the Club playing and other facilities. This includes playing where selected in Club matches, participation in Club competitions and drives, use of the green for roll-ups.
 - Life Member (this is an honour granted by the management committee) shall have the same rights as full members.
 - A Junior Member (aged under 18) shall have use of all Club facilities with the exception of restrictions in place by the Licensing Act.
 - A Social Member shall have full access to the Club's social facilities. They may also join in Club drives and a limited number of roll-ups and 'friendlies' at the discretion of the coaches or committee members.
- e) On joining the Club, members shall be provided with a copy of these Rules. By joining it is expected that members will conform to these Rules.
- f) Members of the Club shall communicate to the Club Secretary any change of address, telephone and or mobile phone number and, where provided, email address.
- g) Members will be provided with a copy of the annual fixture list prior to the start of each outdoor season.

7.Subscriptions

- a) The joining fee and annual subscriptions for members (Full Members, Social Members and Junior Members) shall be agreed by the management committee and be approved by the members at the Annual General Meeting. All fees and subscriptions should be reasonable so as not to pose a significant obstacle to people participating.
- b) Club subscriptions become due on the first day of January.

8. Complaints of Misconduct.

- a) Any claims of misconduct will be dealt with using the procedures laid out in Bowls England's Rule 9 (2025) and any subsequent updates.
- b) Penalties for misconduct will be as laid out in Bowls England Rule 9, and may include suspension or permanent exclusion from the Club

9. Visitors

- a) Visitors to the Club may be introduced by members who will be responsible for the visitors' conduct. Members must ensure that visitors' names are entered in the Club visitors' book.
- b) Visitors may be allowed to play on the green upon payment of any green fee as decided by the Management Committee – such concession to be limited to a maximum of six days in any one season.
- c) Visitors from, and members of, recognised bowling clubs attending the Club in connection with matches, competitions, tournaments and other sporting events of the Club shall be treated as if they were members of the club for the purpose of using the Club amenities for the day on which they attend.

10. Member Availability and Selection for Club Matches

- a) Members shall be responsible for adding their names to the list for all club matches. A list for each match will be placed at least 2/3 weeks prior to the games, as follows:-
 - Men's Matches (NWK, LXL, Friendlies) - Main notice board
 - Ladies' Matches (NWK, JL, Friendlies) - Ladies' notice b'd.
 - Mixed Matches - Main notice board.
- b) Teams to represent the Club in matches printed in the annual fixture list and any subsequent addition thereto, and in competitions entered by the Club and for which the Club pays the entry fee, and all other selections shall be made by the Selection Committees as follows:-
 - Men's Men's Captain or Vice-Captain
 - Men's LXL Men's LXL Captain or nominated Deputy
 - Men's NWK. Men's NWK Captain or nominated Deputy
 - Ladies' Ladies' Captain or Vice-Captain
 - Ladies' JL Ladies' Captain or Vice-Captain
 - Ladies' NWK Ladies' NWK Captain or nominated Deputy
 - Mixed Men's or Ladies' Captain or Vice-Captain
- c) Selection for Club matches shall be undertaken in the week prior to the listed fixture and Club members shall be notified by publication of the teams on the relevant Club notice board and/or email, text or phone.

11. Dress Code and Use of Green

- a) No member or visitor shall be allowed on the green unless dressed in accordance with the dress code agreed by the Management Committee.
- b) A copy of the dress code can be found in the appendix.
- c) Play will not be permitted if the green is not in a fit condition. The decision of the Green Ranger, or in his/her absence, any member of the Management Committee shall be final. Similarly, play shall not be permitted on any individual rink deemed not to be in a fit condition by those listed above.

Precedence for use of the green or individual rinks shall be as follows:-

- National competition matches
- County competition matches
- NWK,
- LXL and JL matches
- Club friendly matches
- Local Association matches
- (BBDDBA and Hospitals)
- Club competition matches
- Club Friday Evening competition
- Roll-ups

12.Length of the Bowling Season

- a) The Outdoor Bowling Season of the Club shall commence and terminate on such dates as the Management Committee may decide.

13.Club Competitions

- a) The rules of the Club competitions shall be decided by the Club's elected Competition Secretaries in conjunction with the Section Committees and shall be exhibited in the Club House..

14.Suggestions

- a) A book shall be kept in the Club House where members may enter suggestions for consideration by the Management Committee.

15.General Data Protection Regulations

To ensure compliance with the regulations which came into force on 25th May 2018, the Management Committee agreed a Data Protection Policy Statement and produced a consent form for members to sign.

- a) To ensure continuing compliance with this legislation the Committee will undertake an annual review of the policy statement and consent form.
- b) Copies of the policy statement and consent form will be given to all new members.
- c) All members will be expected to confirm annually the information to be held by the Club and they shall provide details of any changes that occur during the year.

16. Smoking & Vaping

- a) Smoking and vaping shall not be permitted except in the specially designated outside areas.

APPENDIX

Dress Code:

All players should dress appropriately and ensure they know the dress code for each event, game or match in which they are participating.

- a) For Club matches, including finals, players shall wear black trousers, cropped trousers, culottes, skirts, skorts or shorts.
- b) For Club matches and competitions, including finals, players should preferably wear the Club shirt. If the player does not have a Club shirt, then they should wear a white polo shirt, shirt or blouse.
- c) For roll-ups players may wear smart casual wear in any colour.
- d) Players, markers and umpires must wear flat soled bowls footwear when on the green.

Note: The dress codes for particular competitions take precedence over the Club dress code.