

RULES
OF
THE LENZIE BOWLING CLUB LIMITED

TO BE READ IN CONJUNCTION
WITH THE
MEMORANDUM AND ARTICLES OF ASSOCIATION

1. GENERAL

- 1.1. The Laws of Sport as adopted by the Scottish Bowling Association and the Scottish Women's Association shall be observed in all matters to which the said Laws relate. Copies of each will be available in the Clubhouse.
- 1.2. The Match Committee shall have power to reserve all or part of the Green for Competitions or Matches.
- 1.3. The Green Committee shall have power to close all or part of the Green at any time, if in their opinion it is advisable to do so. In the absence of the Committee any two Board Members present in the Club shall make the decision.
- 1.4. The Board, in conjunction with the Match Secretary, shall arrange the Club and Match Fixtures for each year.
- 1.5. No person shall be allowed to play upon the Green unless wearing regulation bowling shoes.
- 1.6. Members are expected to observe a reasonable standard of dress on the Green; the wearing of football colours is prohibited throughout the Club.
- 1.7. The recognised dress uniform for the Club is:

Navy or black blazer, white collared shirt/blouse, club tie, mid grey trousers/skirt and white sweater (if worn).
- 1.8. Any difference as to points of play shall be referred to the Match Committee, whose decision shall be final.
- 1.9. The making and receiving telephone calls via a mobile phone is not permitted within the confines of the Green except in an emergency.
- 1.10. Notices in respect of any Club Matter or Competition shall be displayed on club notice boards and this shall be deemed sufficient intimation to members. No unauthorised notices should be placed on club notice boards.
- 1.11. Each season prior to opening day, all members (Full, Associate and Non Playing) can uplift membership cards from the Clubhouse. Information held within the Membership Card includes all members' names, addresses, contact telephone numbers and category of membership status. It also serves as a calendar. Dates for matches and competitions, both home and away, are shown as well as the number of reserved rinks at home. (These are however subject to change at short notice, so members should check at the club for the latest information.) The membership card also holds information on all Club Competitions, including the format and who is eligible to participate in each competition.
- 1.12. The Club has a web address **www.lenziebowling.org** where members can access information about Club activities as well as results of games. The Website

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is updated periodically and therefore the information displayed may not always be fully up to date.

- 1.13.**Members desiring, on any occasion, the exclusive use of a rink/s for a private match must first obtain the consent of the Match Committee.
- 1.14.**The Clubhouse is available for 'Private Functions', at a cost to Members as determined from time to time by the Board. Applications must be submitted to the Secretary, in writing, stating details of the date, type of function, need for bar facilities etc. The Secretary after consultation with the President and appropriate Conveners will confirm or refuse the application.
- 1.15.**The Club may permit the let of the premises to Non-Members. Applications must be made to the Secretary in writing as above. A fee will be payable to the Club.
- 1.16.**In all cases of lets a person approved by the Board and the Duty Barperson must be in attendance throughout the function to be responsible for the security of the premises etc.
- 1.17.**All Full and Associate Members on joining the Club will be issued with a key fob that will allow them direct access to the locker room only. Keys to Open and Close the Main Clubhouse will be issued to all Board members and other designated members nominated by the Board.
- 1.18.**Any member who loses his/her Key Fob will incur a payment of £20 for a replacement.
- 1.19.**Entry to the Clubhouse is generally only permitted after 1000 hours or until such time as necessary to have the clubhouse cleaned. (The Club must be vacated daily not later than 12.30am unless with the authority of the Board as per Bar Rule 7.6.10.)
- 1.20.**The Club's Fire Evacuation Policy and Procedures are clearly displayed within the Clubhouse and all members should make themselves aware of their contents.

2. MEMBERSHIP

2.1. CATEGORIES OF MEMBERSHIP

- 2.1.1. FULL MEMBER. This category is open to both male and female persons on payment of the appropriate Annual Subscription. Such Members will have full playing and voting rights in accordance with the terms determined by the Company and/or Board.
- 2.1.2. ASSOCIATE MEMBER. This category is open to both male and female persons on payment of the appropriate Annual Subscription. Such Members will however have restricted playing and voting rights in accordance with terms determined by the Company and or Board. (Associate Members will be granted voting rights on certain financial matters as determined by the Board).
- 2.1.3. INTERMEDIATE YOUTH MEMBER. This category is open to both male and female persons aged 16 years and over and whom have not yet attained 18 years of age on payment of the Annual Subscription as determined by the Company. Such Members will have no voting rights and the Board will determine playing time.
- 2.1.4. JUNIOR YOUTH MEMBER. This category is open to both male and female persons aged 10 years and over but whom have not yet attained 16 years of age on payment of the Annual Subscription as determined by the Company. Such Members will have no voting rights and the Board will determine playing time.
- 2.1.5. NON-PLAYING MEMBERS. It shall be competent for Members of Ten Years standing to apply for Non-Playing Membership, if they feel that through incapacity they are unable to play bowls: but wish to enjoy the fellowship of Members. Applications must be submitted in writing to the Secretary no later than the first day of February, for consideration by the Board. Such Non-Playing Members shall forfeit all voting and playing rights of Membership excepting the use of the Clubhouse facilities.
- 2.1.6. HONORARY MEMBERS. All existing Honorary Members shall retain their rights and privileges, however it is intended that this category of Membership will cease when the present Members within this category are no longer Members of the Club.

2.2. ADMISSION TO MEMBERSHIP

- 2.2.1. In the categories of Membership "Full Member" and "Associate Member", any person who is admitted to the Club on payment of the appropriate entry fee, may opt for either type of Membership at this time.
- 2.2.2. The Board may recommend use of a financial levy on all members in additional to annual fees.

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- 2.2.3. Membership of the Club shall be open to anyone interested in the sport of Bowling on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs subject to the limitation of membership according to the available facilities. Such limitation shall be non-discriminatory.
- 2.2.4. Each applicant for membership must complete an application form and be proposed and seconded by members of at least one year's standing, whom from their personal knowledge are able to vouch for their suitability of the applicant to be a member. The application form will thereafter be posted on the Club notice board at least 14 days before the date which the application is due to be considered by the Membership Committee.
- 2.2.5. If a member is of the opinion that an applicant is not a fit and proper person to be admitted to the membership of the club it should be reported in writing to the Secretary who shall place such a report before the Membership Committee. Such a report shall be treated in confidence but must be entirely non-discriminatory.
- 2.2.6. The Committee may require the attendance before them of any applicant and/or Proposer and/or Secunder to answer any such questions as may be put to them.
- 2.2.7. The Membership Committee shall make a recommendation to the Board as to the applicant's suitability and the Board shall make a final decision.
- 2.2.8. Intermediate Members on attaining 18 years of age will be given automatically the opportunity to become Full or Associate members the following year
- 2.2.9. Prior to each season following the AGM, if there are vacancies, the membership committee shall offer membership to those persons on the waiting list subject to the balance and requirements of the current membership and waiting list; currently in the following ordered queue:

- 2.2.9.1. Gents under 40 (If none under 40, then a Gent of any age)
- 2.2.9.2. Lady under 60 (If none under 60, then a lady of any age)
- 2.2.9.3. Gent of any age
- 2.2.9.4. Lady of any age

If more than 4 vacancies arise the steps above will continue to be replicated until all vacancies are filled. In subsequent years the ordered queue may be modified according to the balance of current membership and waiting list.

2.3. DUAL MEMBERSHIP.

Any member belonging to another outdoor Bowling club shall confine their representative play in competitions to one club only and shall select which Club prior to payment of Fees.

3. SUB COMMITTEES OF THE BOARD

The Board shall annually appoint the following Sub-Committees.:

- 3.1. BAR COMMITTEE** - who shall advise on matters concerning the operation of the Bar.
- 3.2. MATCH COMMITTEE** - who shall draw all ties, deal with all competition matters and determine all disputes arising therein. They shall also select all Teams and representatives in external Competitions (See also Rule 5.1.2).
- 3.3. GREEN COMMITTEE** - whose duty it will be to decide when the Green is playable, when to play north and south or east and west and to make recommendations as to the care and treatment of the Green and in general to prevent all nuisance on or injury to the Green.
- 3.4. PROPERTY COMMITTEE** - who shall make the necessary arrangements for the upkeep and maintenance of the Club Premises.
- 3.5. SOCIAL COMMITTEE** - who shall make the necessary arrangements for the social and fund-raising events of the Club.
- 3.6. MEMBERSHIP COMMITTEE** - comprising the President (chair) , Vice-President, Secretary and Match Secretary who shall be responsible for interviewing prospective applicants for Club Membership, where appropriate, and make recommendations to the Board on acceptance or rejection of the application.
- 3.7.** The Board shall appoint any other sub committee as may be required from time to time.
- 3.8.** The appropriate Convener shall form the Membership of the Bar, Green, Property and Social Committees. The Convenor will have been elected at an AGM to serve for a set term in accordance with the Articles of Association. Any number of Members may be appointed by the Convener to assist in the satisfactory function of the Sub-Committee. The Convener shall have the power to delegate duties to an individual Member or Members of the Committee.

4. PLAYING SECTIONS

For the purposes of play on the green the following sections will operate: -

4.1. GENTS SECTION

All Male members over the age of 18 and Male Intermediate youths who in the opinion of the Youth Section leader have reached a sufficient standard of play will become members of the Gents Section of the Club.

4.2. SENIOR (GENTS) SECTION

All male members (Full and Associate) who have attained the age of 60 on the 1st of April will be eligible to enter any Senior Competition held within the Club. They will also be available for selection to represent the club in Senior Competitions. It should be noted that all Senior Ties must be played during the Day (0930 hours to 1630 hours).

4.3. LADIES SECTION.

There shall be appointed by a majority vote of Lady Members (Full and Associate) at a meeting held for this purpose of the Ladies Section, a President, Vice President, Secretary, Match Secretary and Treasurer who shall constitute the Ladies Section Committee responsible for the administration of all matters dealing with Ladies games, Competitions and Ties for Lady Players.

4.3.1. This Sub Committee may also appoint any other number of Lady Members to assist with the satisfactory function of the Ladies' Section.

4.3.2. The Lady President for the year will be a member of the Board, and the Lady Match Secretary, Secretary and Treasurer will report to their respective counterpart on the Board.

4.3.3. Each season prior to opening day, all members (Full, Associate and Non Playing) can uplift membership cards from the Clubhouse. Information held within the Membership Card includes all members' names, addresses, contact telephone numbers and category of membership status. It also serves as a calendar. Dates for matches and competitions, both home and away, are shown as well as the number of reserved rinks at home. (These are however subject to change at short notice, so members should always check at the club at any given time.) The membership card also holds information on all Club Competitions, including format and who is eligible to participate in each competition.

4.3.4. Any application received from a Lady wishing to become a member of Lenzie Bowling Club will follow the rules laid out in rule 2.2.1-2 except that The Ladies Sub Committee shall deal with all matters prescribed in Rule 2.2.3-5 and thereafter the Ladies Sub Committee will adhere to rule 2.2.6.

4.4. YOUTH SECTION

To promote and encourage young bowlers and to help secure the future of bowling at the Club

4.4.1. INTERMEDIATE MEMBERS

Any Boy or Girl (from 1st April) who is aged 16 but less than 18 years of age.

Annual Subscription: 50% of a full member subscription or such sum as agreed at the Annual General Meeting

4.4.2. JUNIOR MEMBERS

Any boy or girl who is aged 10 years but less than 16 years of age.

Annual Subscription: The Subscription as determined annually at the Annual General Meeting

4.4.3. YOUTH SECTION LEADER

A Member who is appointed by the Board to supervise and co-ordinate all matters associated with the running of the Youth Section on behalf of the Club. The Youth Section Leader will be responsible to the Board, but he can utilise the assistance of the Club Coaches and other Members to facilitate the efficient and effective organisation of the Youth Section.

4.4.4. PLAY ON THE GREEN

All new Youth Members will attend an induction course on Sunday evenings to learn the "Laws of the Game" and etiquette of the Game. This induction must be supervised by the Youth Section Leader (or his nominee). Once the course has been completed to the satisfaction of the Youth Section Leader (or his nominee).

Intermediate and Youth Members will qualify to play as follows:

In the event of a free rink

MONDAY TO FRIDAY FROM 4.30 – 6.00PM

Except on Reserved Rinks or during Club Matches. They must also give way to any Members wishing to play but only in the event of the Green being full.

SATURDAY FROM 9.30 AM

Except on Reserved Rinks or during Club Matches. They must also give way any to any Member wishing to play, but only if the Green is full.

SUNDAY FROM 11.00PM

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Except on Reserved Rinks or during Club Matches. They must also give way to any Member wishing to play but only in event of the Green being full.

4.4.5. RESERVATION OF RINKS

The Youth Leader will be able to reserve an appropriate number of Rinks for the Youth Section on Sunday evenings from 6.00pm for the purposes of Coaching and the running of their own Competitions.

5. COMPETITIONS

5.1. MATCH COMMITTEE

- 5.1.1. The Match Committee shall consist of the Match Secretary, the Vice-President and the immediate Past President plus any Members appointed by the Match Secretary to assist them with any matters relating to the administration, organisation and the general running of all Matches and Competitions. A quorum of two is required of whom one must be a designated official.
- 5.1.2. The Match Committee has the responsibility for the selection of Players for Association Competitions, all Inter-Club Games and Matches, all internal Competitions and Matches.
- 5.1.3. The Match Secretary will appoint a Member to be the "Senior Gents Section Match Secretary" He shall liaise and consult with the Match Secretary as necessary to ensure the functioning of the Seniors Section with regard to selection of members for games within the Seniors Section. If required the Seniors Match Secretary can appoint other Members to assist him in his duties.
- 5.1.4. The Match Committee will also liaise with the Ladies Match Secretary each year in order to organise reserved rinks for external and internal competitions which will be included in the annual calendar distributed to members; these include Associated ties, Friendly matches etc, as well as internal competitions such as Ladies and Gents Umbrellas and Mixed Umbrellas.
- 5.1.5. All matters in relation to Club Competitions shall be determined by the Match Committee whose decision shall be final.

5.2. TIES (GENTS AND SENIOR SECTION)

- 5.2.1. The Match Secretary will place a sheet for each competition on the Notice Board for the entry of those Members wishing to compete. Members wishing to enter any of these competitions must have paid their Annual Subscription for the year by 1st April. On the day following the last day for receiving entries or as soon as possible thereafter, the Match Committee will draw the preliminary and first rounds and sheets containing the result of the draw in each competition and showing the preliminary and first rounds will be displayed in a prominent position in the Clubhouse. The draw for the preliminary or first rounds shall be in such a way as to detail the necessary byes into the first round. No substitutes are permitted in single-handed or pairs competitions. Intermediate Male and Junior Male Members may participate provided they have reached a standard approved by the Club Coaches, Youth Leader and Match Secretary.

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5.2.2. There will be one draw only made by the Match Committee in each competition. It is the responsibility of the 'winner' in each tie round to enter his name in the appropriate space in the next round and being held to be drawn against the Members with whose names are respectively bracketed.

5.2.3. Each round shall be finished on the respective dates, fixed by the Match Committee, as shown at the top of the draw sheet.

5.2.4. The competitor in any single-handed tie who first reaches a score of 21 shots (except when played in the sets format) and shall be declared the winner of the tie.

5.2.5. All Pairs and nomination fours ties will consist of 17 ends.

5.2.6. All Triples ties will consist of 15 ends.

5.2.7. All Senior Pairs ties shall consist of 15 ends.

5.2.8. All Senior Singles and Pairs ties must be played during the day.

5.2.9. On weekdays, ties should normally be played and completed between 0930 hours and 1430 hours (Full and Associate Members) and 1630 hours till Dusk (Full Members). Between 1430 hours and 1630 hours on weekdays, ties should be played unless:

5.2.9.1. in exceptional circumstances and with the permission of the Match secretary, or

5.2.9.2. if, from 1530 onwards there are rinks available, a tie may be started by Full Members

5.2.10. The J.M. Thomson Trophy (Late Season Singles) shall be played over 3 sets. Each set winner being the first to 7 shots.

5.2.11. In all ties the score will be maintained by use of the "pegboards" or Rink Scoreboards. Individual Members maintaining their own scorecard will not overrule the foregoing methods. Any member may use the Rink Scoreboards that are stored in the machine shed, as long as they are replaced at the conclusion of the game.

5.2.12. Markers of such ties will adhere to the rules for marking as laid out in the Laws of the Sport.

5.2.13.

5.3. CHALLENGE BOOK (GENTS AND SENIOR SECTION)

5.3.1. The first named competitors in any tie round shall be the challenger/s and on them shall devolve the arranging against their opponent/s the date on which the tie shall be played. In pairs, triples and rinks, the first named skip being the challenger.

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5.3.2. A tie may be arranged mutually or by the challenger entering his opponent's name in the "Challenge Book" with the name of the Competition and stating three dates, excluding a Saturday and Sunday – not consecutive – and of which one shall be within the first two weeks of the tie round. The Challenge shall be accepted through the "Challenge Book" by the Member entering therein the date on which he is prepared to play, which must be one of the dates specified by the Challenger. The "Challenge Book" will be available in the Clubhouse, within the locker room

5.3.3. If any tie is not played on or before the date fixed, the following provisions shall be carried into effect, viz: -

5.3.3.1. If the challenger has failed to challenge his opponent/s by making the necessary challenge in the "Challenge Book", his opponent/s shall be awarded the tie.

5.3.3.2. If the Member challenged has failed to accept the challenge by making the necessary entry in the "Challenge Book", the challenger shall be awarded the tie.

5.3.3.3. If a challenge is properly given and accepted and one of the competitors should fail to keep the engagement so made within 30 minutes after the time fixed for the commencement of the tie, his opponent/s shall be awarded the tie.

5.3.4. Where ties are not played off within the stipulated period, the Match Committee shall forthwith carry forward into the next round, the name of the competitor who, in their opinion, is entitled to the tie in terms of the rule.

5.3.5. The Match Committee may allow an extension of time under exceptional circumstances.

5.3.6. The Match Committee shall have power to decide all disputes that may arise between competitors and their decision shall be final.

5.4. SUBSTITUTIONS (GENTS SECTION)

5.4.1. Substitutions will only be permitted in the following Club Competitions:

5.4.1.1. The Kirkman Trophy Fours Competition.

5.4.1.2. The Tom Dickie Nomination Triples Trophy.

5.4.2. Substitutes will be permitted to play in the above Competitions, subject to the following conditions.

5.4.2.1. Only one substitution will be permitted per Team up to and including the Final round of the Competition.

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5.4.2.2. Substitutes must be selected from Players who have not participated in these relevant Competitions for that Season.

5.4.2.3. A Member of the Match Committee must be notified of the substitution prior to the commencement of the next tie round.

5.4.3. Failure to comply with the foregoing will result in a team forfeiting the tie.

5.5. FINALS

- 5.5.1. All Club Finals will be played for during Finals Week, dates of which are predetermined at the commencement of each season and are included in the Membership card.
- 5.5.2. The Gents and Ladies Section Championship Finals will be played on the second Saturday afternoon of Finals Week.
- 5.5.3. The Kirkman Fours final shall be played on the first Saturday afternoon of Finals Week.
- 5.5.4. The Match Committee shall consult with all other finalists regarding dates and start times of all other finals within Finals Week.

5.6. "UMBRELLA GAMES"

- 5.6.1. Rink games ("Umbrellas"), open to all Full Gents Members of the Club, and those others approved by the Match Committee, will take place on named Monday evenings throughout the Season and at times printed in the Members handbook.
- 5.6.2. Prizes will be awarded to the four competitors having the highest number of points over the complete Season.
- 5.6.3. All rinks are reserved for such games and no rink will be occupied by any Member not taking part in the competitions. Intermediate Male and Junior Male Members may participate provided they have reached a standard approved by the Club Coaches, Youth Leader and Match Secretary.

6. THE GREEN

6.1. PERMISSION TO PLAY ON THE GREEN

6.1.1. Full Members (Gents and Ladies) are permitted to play each weekday from:

- 6.1.1.1. Monday to Saturday 9.30 am – dusk
- 6.1.1.2. Sundays 11.00 am - dusk.

6.1.2. Associate Members (Gents and Ladies) are permitted to play:

- 6.1.2.1. each weekday from Monday to Friday 9.30 am – 4.30 p.m,
- 6.1.2.2. Saturdays from 0930 am - dusk
- 6.1.2.3. Sundays from 11.00am – dusk.

This allows all Members (Full and Associate, Gents and Ladies) to participate in the following games; Saturday Morning Coaching, Saturday Evening Mixed Games, and the following One Day Club Competitions (Vicary Trophy, Gavin Bell Trophy, Triples Trophy, and Mullen Trophy),

6.1.3. Gents Associate Members may play in :

- 6.1.3.1. Gents' Friendly Matches at any day and time,
- 6.1.3.2. Evening Nomination Triples and Fours at any day and time.

6.1.4. Sunday Play

On this day Members and Associate Members may introduce Visitors to play bowls without permission from an Official of the Club. Visitors should be signed in.

Prior to arranging any game within their permitted hours of play on the green for their respective Category of membership all members must be aware of rule 5.1.4 regarding reserved rinks for internal and external competitions. They should also check within the club regarding the availability of rinks as per Rule 1.11.

6.1.5. Members are reminded that the appropriate Subscription should be paid by 1st April before they may play on the Green except in exceptional circumstances and with prior approval of the Treasurer or Secretary.

6.2. AVAILABILITY OF RINKS

6.2.1. Rinks must be played in the order shown on the white board for that day

6.2.2. Names must be entered in the appropriate space for each rink used.

6.2.3. Names must be erased from the board when the rink becomes vacant.

6.2.4. All players must use the first vacant rink from the top of the board at all times

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6.2.5. Please use the steps to enter and leave the green.

6.2.6. All Semi Final ties can be booked via the Match Secretary and players must use the rink provided by the Green Committee.

6.2.7. Rule 1.14 will continue to apply in the case of Members desiring the exclusive use of a rink or rinks.

6.2.8. All times are subject to the approval of the Green Convener

6.2.9. The Board shall have the power to vary the foregoing to facilitate Club commitments

7. .MANAGEMENT

7.1. BREACH OF CONDUCT.

7.1.1.The Board shall have the power to suspend temporarily a Member (in any category) who is guilty of lesser misconduct without reference to a Special Meeting, if in their opinion withdrawal of Membership would be unduly severe.

7.1.2.The Board shall have the power to withdraw Membership from any Member who, having been a Member for less than one financial year, is guilty of conduct, which renders it undesirable that he/she should remain in Membership of the Club.

7.1.3.The Board shall have the power of expelling from the Club any Member, whose conduct may be offensive or disagreeable to other Members, provided that at least a majority of those present and attending vote for the expulsion of the said Member. The party accused shall have the right to appeal against the decision of the Board to a General Meeting of the Club, to be specially called for the purpose of hearing the same, provided written notice be given to the Secretary within one week after the decision of the Board has been intimated to him/her and has at least 10% of Full Members in support in writing. Voting shall be by ballot and, if a majority of Members of the Company, present and attending, vote in support of the Board, it shall be held as confirmation of the expulsion and shall be conclusive.

7.1.4.No member who has been expelled from the club shall again be proposed for membership or be allowed entry into the Club premises.

7.2. DIFFERENCES.

7.2.1.All differences between Members relating to affairs of the Club shall be referred to the Board, whose decision shall be final.

7.3. CLUB COACHES.

7.3.1.Club Coaches shall be those Members who hold an appropriate Coaching Certificate and are registered by the Scottish Bowls Coaching Committee.

7.3.2.They shall provide necessary coaching to Members to assist them participate in the game of bowls.

7.4. DISCLOSURE PROCEDURES

7.4.1.The Club is registered under the Data protection Act 1998 as a data controller. The Club holds information pertaining to all members including but not restricted to, their names, addresses, telephone numbers, email addresses, dates of birth and competition history. All members by acceptance of membership of the club thereby consent to the Club's use of that information, including but not restricted to its disclosure to other club

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members and other clubs and associations in order to ensure the proper administration of the Club including but not restricted to the arranging of matches and competitions.

7.5. CHILD PROTECTION

7.5.1. The Lenzie Bowling Club fully accepts its legal and moral obligation to exercise its duty of care and to protect all children (and vulnerable adults) participating in its activities, and to safeguard their welfare.

7.5.2. The Club is committed to do this by acknowledging that;

7.5.2.1. The welfare of the child is paramount,

7.5.2.2. Each child irrespective of age, gender, religion, race or disability has the right to protection from abuse,

7.5.2.3. Each child has a right to be safe, and to be treated with respect and dignity.

7.5.3. The Club shall use its best endeavours to ensure that;

7.5.3.1. All allegations of abuse are taken seriously,

7.5.3.2. The response to them is swift and appropriate,

7.5.3.3. The effectiveness of our policy is reviewed annually.

7.5.4. A responsible person shall be appointed annually by the Board as the Child Protection Officer to whom members can address any concerns.

7.6. BAR.

7.6.1. All licence applications in relation to the above shall be processed through the Secretary of The Lenzie Bowling Club.

7.6.2. Excisable liquor shall only be sold during the statutory permitted hours. Details of the current approved hours are those, which appear in the current Membership Card. The Bar Committee shall have the power to vary the Opening and Closing hours within the permitted licensing hours.

7.6.3. No Excisable Liquor shall be sold or supplied in the Club premises for consumption off the premises, except to a Member, Associate Member or Non-Playing Member of the Club in person for their own consumption.

7.6.4. No Excisable Liquor or tobacco shall be supplied or sold to any person less than 18 years of age.

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- 7.6.5. No Board Member and or “Barpersons” (approved to be on the Bar Rota) in the Club shall have any personal interest in the sale of Excisable Liquor therein, or from any profits arising from such sale.
- 7.6.6. A visitor shall not be supplied with excisable Liquor in the Club premises unless on the invitation and in the company of a Member or Associate Member. The Member shall upon admission of such visitor to the Club premises enter his own name and the name and address of the visitor in a Book provided for that purpose, and will show the date of such visit.
- 7.6.7. The Member who signs in such visitors shall be held solely responsible for the conduct and behaviour of that visitor whilst on the Club premises.
- 7.6.8. The consumption of Excisable Liquor is not permitted outwith the confines of the Clubhouse unless at a designated area and contained in a plastic cup or an aluminium can.
- 7.6.9. The opening and closing times of the Bar shall be at the discretion of the Barperson provided it is within the hours as printed in the current Membership Card.
- 7.6.10. The Clubhouse must be vacated daily not later than 12.30 am unless with the authority of the Board.
- 7.6.11. All members who consume food within the Clubhouse must ensure that all tables, plates and crockery are washed, dried and put away prior to leaving the Clubhouse.

7.7. ENVIRONMENTAL

HEALTH

- 7.7.1. The Environmental Health Officer appointed by the East Dunbartonshire Council is responsible for ensuring the adherence of safe environmental practices within the Council area. A responsible person shall be appointed annually by the Board as the Environmental Health Officer for The Lenzie Bowling Club with the authority of satisfying Environmental Health requirements of East Dunbartonshire Council to include Kitchen, Bar and Toilet areas.