## TITLE

The name of the Club shall be ‘The Bramptons Club Limited’.

## OBJECTIVES

The objectives of the Club shall be:

1. To maximise the utilisation of the Clubhouse, swimming pool, tennis court and any such other facilities as may be available to the Club on the development known as The Bramptons at Shaw Ridge.
2. To organise social events both at the Club and elsewhere for the benefit of Members.
3. To ensure that the Club premises are kept clean, neat, and tidy.
4. To effect good communication between Members of the Club using all available media including social media regarding matters of mutual interest.
5. To work towards effecting a secure long-term future for the Club.
6. To use its best endeavours to ensure that efficient, business-like and effective management of the Club facilities is maintained.
7. To work towards securing additional and improved facilities and benefits for Club Members.
8. To affect other objectives of mutual benefit to the Members and community such as the Committee may determine from time to time. This may include allowing use of the Club facilities for charity or education purposes.

## DIRECTORS & OFFICERS

The Club shall appoint at least two Directors.

The affairs of the Club shall be managed by the Committee which shall consist of at least **Five Members** and should include the following Officers as a minimum: Chairman, Treasurer, and up to Ten (10) other Members. These Officers and Committee Members shall be elected annually at the AGM. None of the required minimum Club Officers shall be resident at the same address as another Officer. The Club also may appoint other officers such as Membership Officer, Company Secretary, Hall Hire Manager, Pool Manager and other officers as the committee see fit to adequately run the club.

In the event that an Officer or Committee Member resigns, or a resolution is passed unanimously by the rest of the Committee that he/she is no longer fit to serve due to non-attendance at several Committee meetings or his/her general ineffectiveness, the Committee shall have the power to co-opt further Members of the Club onto the Committee to serve until the next AGM.

The Committee shall also have the power to co-opt onto the Committee such additional Members as it sees fit in the best interests of the Club provided that the maximum number of the Committee Members allowed **is not exceeded.**

A maximum of two Affiliate Members may serve on the Committee, and do not haveany voting rights (but can have input at committee meetings)**.**

## NOMINATIONS OF OFFICERS AND MEMBERS

Nominations for Officers and other Members of the Committee shall be proposed and seconded by two Ordinary Members of the Club ***only*** with the consent of the nominee and submitted to the Secretary at least one week before the AGM. Lists of such nominations together with the proposers and the secondary shall be made available to Members of the Club. Should there be insufficient candidates for the post, additional nominations may be accepted at the AGM or at any Extraordinary General Meeting (EGM) called by the Committee from time to time.

## COMMITTEE MEETINGS

The Committee shall meet as deemed necessary. Four Members shall form a quorum.

The Committee shall have the power to appoint Sub-Committees or specific posts for any purpose connected with the Club. These are likely to be membership secretary, social committee, hall booking manager, pool manager; these posts can be members or affiliates.

Members may request an invitation to attend a meeting, or be invited to a meeting in order to discuss club matters. Reasonable notice must be given for this to take place.

## VOTING

Voting for Officers and other Committee Members shall be at the AGM or EGM by ballot *of* Ordinary Members of the Club *only. Voting is restricted to one vote per household,* but an Ordinary Members*’ household* may vote by proxy via another Member who is attending the AGM or EGM.

Affiliate Members have no voting rights.

## THE ANNUAL GENERAL MEETING (AGM)

The AGM shall be held at such time and place as shall be determined by the Committee. It shall be quorate if four Members are in attendance.

The business of the AGM shall be to:

1. receive and approve reports on the activities of the past year by the Chairman
2. receive and accept the accounts of the Club
3. elect the Officers and other Members of the Committee of the Club
4. transact any other business on the Agenda.

The Chairman shall give not less than two weeks’ notice to all *Club* Members*’* *households* of the date and location of the AGM and *all* Club Members shall be entitled to attend such a meeting.

## EXTRAORDINARY GENERAL MEETING (EGM)

The Committee shall have the power to call an Extraordinary General Meeting and shall be bound to do so within ***four*** weeks of receiving notice in writing signed by not less than ten Ordinary Members from different residential addresses. The business to be transacted must appear on the Agenda. The Secretary shall give not less than two weeks written notice to all Members, ***and any other interested and relevant party***, of the date, location and agenda for an EGM ***but*** only Ordinary Members shall be entitled to attend such a meeting.

## MEMBERSHIP

### Ordinary Membership

An “Ordinary Member” is any user who is resident throughout their membership within The Bramptons/Ridge Green and who has paid the subscription due, as stated in Clause 10, and is 18 years of age or over. If an Ordinary Member leaves The Bramptons/Ridge Green they are required to notify the Chairman and/or the Membership Secretary in advance of the moving date.

### Affiliate Membership

An “Affiliate Member” is any user who is not resident within The Bramptons/Ridge Green and has been proposed and seconded by two Ordinary Members (signatures required), approved by the Committee, and who has paid the subscription due as stated in Clause 10 and is 18 years of age or over. Affiliate Members have no voting rights nor shall they stand for office or propose others for office unless agreed by the Committee. The number of Affiliate Members will be determined by the Committee and can be amended at any time. Each Ordinary Member may only propose two Affiliate Members; there are no restrictions on Ordinary Members seconding applications. Affiliate Members cannot recommend others to become affiliate members to avoid an increase of affiliates.

### Administration

For purposes of membership renewal: at the end of each season all memberships are terminated and only restarted with a new signed, paid, and processed application.

## ANNUAL MEMBERSHIP FEES

The level of the membership fees for each year will be determined by the Committee, and the proposed fees for the next financial year shall be circulated to Members no later than 14 days before the Open Day each year.

The Annual Membership Fee can be paid in full or by way of monthly instalment. Members may be asked to pay the full amount if they have previously not made all payments on time in previous membership years.

A “Standard Membership” shall mean a household of up to two occupants.

A “Family Membership” shall mean a household of three or more occupants.

## RESIGNATION OF MEMBERS

All Members wishing to resign from the Club shall give 3 months’ notice in writing to the Chairman and/or the Membership Secretary as soon as possible. Any outstanding fees in respect of the relevant annual membership fee must be paid in full upon resignation. No refund of any fee already paid will be due following resignation or for any other reason.

If a Member cancels their Membership Fees during any instalment agreement, the full amount outstanding shall become due and payable in full prior to any application by that Member to re-join at a future date.

In the event a Member leaves The Bramptons/Ridge Green membership may be transferred to the new occupier providing that the membership has been paid in full and the new occupier has completed the necessary application form and been approved by the Committee. New occupiers who wish to subscribe to the Club (but do not qualify for the above transfer) are entitled to a reduction in the membership fee, calculated pro rata, in whole months from their moving in date.

Resident-Members that move away from The Bramptons/Ridge Green are not guaranteed Affiliate Membership. All applications are considered on a case-by-case basis.

## TERMINATION OF MEMBERS

The Committee shall have the power to request a Member to resign without notice and without previous warning in any of the following circumstances:

* If the annual fee has not been received by 30 April of each year or as stated on the standing order (or as notified by the Committee); or
* If the payment for the annual fee is not paid by the end of the current month (if paid monthly); or
* If the conduct of any Member (or their guests) is deemed by the committee prejudicial to the interests of the Club.

In the event the Member does not tender his/her resignation in writing to the Chairman and/or Membership Secretary within one month of being requested to do so, the membership shall be terminated by the Committee immediately.

If any terminated Member wishes to re-join in the future, an application must be made in writing to the Chairman and/or Membership Secretary and any outstanding fees paid in full before their application will be considered by the Committee.

## FINANCIAL YEAR END ACCOUNTS

The Club’s financial year shall end on 31 March. The Auditor (if required) shall be appointed at the AGM and a balance sheet and accounts for the preceding financial year shall be submitted at each AGM.

## CLUB FUNDS

All monies belonging to the Club and not invested shall be paid by the Treasurer into the account in the name of the Club. All payments shall be signed by two Officers of the Club with a limit of £1,000 per payment.

## WINDING UP

If at an AGM or EGM a special resolution to wind up the affairs of the Club shall have been duly passed, so much of the assets of the Club shall be realised as may be required to discharge all liabilities and any remaining assets shall be disposed of as the Committee sees fit. No such special resolution shall be passed unless carried by two thirds of the votes in favour of the resolution. In the event that two thirds do not agree, then the majority decision of the Directors and Committee will prevail.

## USE OF THE CLUB GENERAL RULES

1. Parents/supervisors are responsible for children (under 16) using the swimming pool/play/grassed area and all other facilities at all times.
2. No responsibility can be accepted by The Bramptons Club Ltd for loss of property or personal injury.
3. Smoking and vaping (of any type, including nicotine or non-nicotine) are prohibited anywhere within the Clubhouse and/or premises.
4. No alcohol is to be left unattended on the club premises at any time.
5. Only authorised games and uses are to be played within the grounds of the club; the club committee retains the right to vary these as they see fit. Please see the specific exclusions and rules later.
6. While using the Club facilities, care and consideration should be given to residents in neighbouring properties.
7. No music is to be played around the pool, nor BBQ, and noise should be kept to a minimum. Children should be stopped from unnecessary screaming;
8. All persons using the Club facilities do so at their own risk.
9. Parents must ensure their children comply with all the health and safety requirements, so they play and enjoy the facilities safely and do not affect the safety of other users.
10. Use of swearing, crude or foul language is prohibited on Club premises.
11. Users of Club-provided internet access (Wi-Fi) must do so following the separate guidelines and rules of the access. These will be provided when/if users are issued access details.
12. No videography, nor photography taken inside the grounds or premises for publication on any website, application (app), or otherwise, without permission from the Chairman.

## WHEELED VEHICLES

1. No bicycles, scooters, skateboards, roller skates etc. are to be ***used*** on any part of the Club facilities. Any such toy/vehicle should be left tidily and safely away from the gates, doors and walkways.

## GUESTS

1. Guests shall not be allowed into the Club facilities unless accompanied by an adult Member who shall remain at the facilities whilst the guest is present.
2. The maximum number of guests of Ordinary Members is ***three non-member, non-resident guests each per adult household member****, and the household member(s) MUST be present. Persons aged under 18 may not bring their own guests.*
3. Affiliate Members’ guests are restricted to the number of adults in their household ***on a one-for-one basis. The household adult member must be present for each guest.***
4. It is the member’s responsibility to ensure that the guest is briefed on the rules and their expected behaviour. In addition to this is either given a set of the club rules to read or they are directed to the notice board immediately upon entering to read the rules.
5. Any breach of the rules by a member’s guest is the responsibility of the member.
6. The committee reserves the right to request any guest not complying with the rules to leave the facility and consider if this is a reason for termination of the membership. The committee may decline future membership.
7. Members are not permitted to take other residents of The Bramptons/Ridge Green flats (adults or children) into the Club unless they are also Members of the Club.
8. Members may not solicit other members to request their guest allowance in order to bring persons to the club. Any misuse of guest allowances, loopholes or systems bypassing this basic “3 people” rule for guests will be grounds for termination of membership.
9. The guest allowance is there for members to use on an occasional basis. It should not be used so that it becomes classed as scheduled or so frequent it could reduce the use or enjoyment of others.
10. The committee reserve the right to remove a guest allowance from a member if these rules are not followed.

## SAFETY OF MEMBERS

The members are required to comply with the club rules and also the club health and safety policies, including the swimming pool rules (Normal operating procedures “NOP” and Emergency action plan “EAP”), and health self-assessment questionnaire.

Each member, by signing the membership form, confirms that they will comply with these rules and ensure their children, dependents, adults and minors under their care including guests, understand and comply with these rules.

Each member (or an adult on behalf of youths/children), before using any of the facilities which require physical effort, must read and review or complete a self-assessment form to ensure they have checked that they are safe to do so. The form will direct you to seek medical advice if the answer to any question is ‘yes’ and therefore you should not partake. If you continue then it is at your own risk.

The questionnaire is on the notice board in the gym.

## ACCESS FOBS

A Member shall under no circumstances lend any of his/her access fobs to any person outside the member’s household. The access fob remains the property of The Bramptons Club. Fobs should only be used by Household member aged 16 and over. The fob should be returned to the Chairman when no longer active, or when requested.

In the event of an access fob being lost it must be reported to the Chairman and or the Membership Secretary immediately. The replacement access fob will incur a charge of £10.

At their discretion the Club Committee may find it appropriate to limit club access based on member fobs, temporarily or permanently, via a household’s fob settings.

## USE OF SWIMMING POOL

1. No person under the age of 16 can use the pool unless accompanied by a responsible supervisor over 18 years of age. The supervisor must remain in the swimming pool area whilst the person (or persons) in his/her care is using the pool. A supervisor cannot supervise more than two non-swimmers or persons under the age of 16.
2. All users must be fit and healthy and have checked that they are fit to use the pool via the self-assessment form.
3. The life belts, rings and poles are for emergency use only and are not to be used for any other purpose.
4. No smoking or vaping is allowed in the pool area on the Astroturf.
5. Members must adhere to any signs displayed in the pool area.
6. All children under the age of 3 (or currently using nappies) using the pool must wear appropriate swimming nappies.
7. No food or drink must be consumed whilst in the pool.
8. No glass must be used by the pool, use plastic containers around the pool area to reduce the risk of breakages and injury of cut glass.
9. Please comply with the NOP, pool rules and notices around the pool including CIMPSA hygiene advice as displayed in the changing rooms.
10. Do not shout or scream in the pool area as it disturbs the club neighbours – please exercise consideration.
11. **The pool is not supervised and so all persons using the pool do so at their own risk. We do not recommend swimming alone.**
12. Users are not to run, dive, bomb, duck or push other users.
13. No footballs, volleyballs or similar weighted balls to be used in or around the pool.
14. Do not play on, hang from or tamper with the pool cover support, or cover mechanism.
15. Please make sure to roll out the pool cover when you have finished using the pool (and it is obvious no one is about to start using it). This is especially important for evening swimmers. If you are unable to do this yourself, please notify the chairman by email as soon as possible.
16. Follow the rules displayed on the notice board. These may be updated at any time.

## USE OF THE TENNIS COURT

1. All users must be fit and healthy and confirm their fitness using the self-assessment checklist (located in the gym)
2. Only authorised ball games are allowed on the tennis court, including tennis and netball. Football and any games that are variations of football, including "football tennis," are not permitted.
3. Only wear suitable rubber or canvas shoes on the tennis court.
4. Tennis court floodlights cannot be used after 10:30 pm.
5. All persons using the tennis court do so at their own risk.
6. Tennis takes priority; if a member books the court for tennis and plays tennis, members playing other sports must leave.
7. You may not book a tennis slot for immediate use where someone is already playing a non-booked session. They must be allowed to finish their current match if they commenced play before your booking was made.
8. Follow the tennis court rules displayed on the notice board. These may be updated at any time.
9. Other uses can be approved by the club committee, consistent with a leisure club. Members will receive 7 days' notice of any changes.
10. The tennis court can be booked by members for separate functions with the committee's approval, as long as the function aligns with a leisure club. Members must request such bookings at least 4 weeks in advance for the committee to reach a decision.

## Use of the BBQ area

Please limit your group's time to 2 hours total if others are waiting. This is the total time for your group. Intentionally using loopholes and systems to extend your group’s time is not allowed. Please share the facilities by allowing others exclusive and hygienic usage for their own group.

## USE OF THE GREEN AREA

1. Football, or games where a ball is kicked/headed/kneed are not permitted on the green.
2. Volley ball and badminton can be played with the nets provided.
3. The green area can be used for other uses with the approval of the majority vote of the committee, as long as it is consistent with a leisure facility. Members are required to make such requests at least 4 weeks in advance to allow the committee time to reach a decision.
4. No smoking or vaping of any type.

## USE OF THE CLUBHOUSE

The Clubhouse is a non-smoking area, smoking and vaping is prohibited anywhere within the Clubhouse or the outside areas.

***No wet swimwear is to be worn other than in the designated changing areas.*** The Clubhouse Hall/central room, kitchen and gym areas are defined as dry areas and persons entering these areas should ensure they are sufficiently dry.

When using all facilities please ensure that they are left clean and tidy.

The Clubhouse Hall is available for hire providing the hire agreement has been completed and returned to the Hall Hire Manager.

The swimming pool, pool area, BBQ area, external furniture is not included for usage during hall bookings. Hall bookings must exclusively remain as such, with any host and guest remaining present in the hall at all times. Any host at a hall booking should not be using a guest allowance for other activities such as swimming and BBQ. Circumvention of this such as taking hall guests for a swim, to sunbeds, or to BBQ, is strictly forbidden and may impact your membership.

## USE OF THE GYM

1. Anyone aged between 14 and 17 must be supervised when using the equipment. ***A supervisor must be 18 and over***.
2. No-one under the age of 14 is allowed to be in the gym room regardless of supervision.
3. All users must be fit and healthy and have checked that they are fit to use the gym via the health self-assessment form.
4. For your safety it is recommended that there should always be at least 2 people in the gym area when the equipment is being used.
5. Members must adhere to all signs displayed in the gym area. These can change at any time.
6. All persons using the gym do so at their own risk. Consultation with the user’s doctor is recommended prior to use.
7. We also recommend that training be advised by a qualified training instructor. Members may invite personal trainers into the gym, but these personal trainers may not bring their own non-members or guests.
8. The gym should only be used for exercise / health purposes.

## CAR PARKING

Members should not drive to the club for normal use unless there is a valid reason in terms of incapacity, disablement or bringing guests.

Affiliate Members and ***any other*** guests are required to park their vehicles outside the residence of the Ordinary Member to whom they are responsible.

Members and their guests who arrive at the Club by car are asked to park in a considerate manner only in the spaces provided and are asked to minimise the amount of noise they cause when leaving the Club.

If the 3 spaces are taken then the member or guest must park in Ridge Green or the school area and walk back. For the avoidance of doubt **“PARKING ON THE PAVEMENT IS NOT PERMITTED AND MEMBERS SHOULD TELL EACH OTHER AND ANY GUESTS TO MOVE THEIR CARS.”**

Persistent offenders will be asked to adhere to these rules and this will be a suitable issue to refuse membership in future season.

## OPERATING HOURS

### The minimum pool operating hours are:

|  |  |
| --- | --- |
| **May, June & September** | **6am to 9pm (heated and cleaned)** |
| **July & August** | **6am to 10pm (heated and cleaned)** |
| **Remainder of Year** | * **No hours stated.**
* **Cold water swimming only.**
* **Pool may not be cleaned.**
* **Used entirely at the risk of the member.**
 |

The pool can be used at any other time taking into account the conditions.

### The main hall/kitchen operating hours:

6am to 12am – no music is to be played after 11pm (with the exception of New Year’s Eve). No overnight usage of the main hall or kitchen without permission from the Club Chairman.

### The gym operating operating hours:

The gym may be used throughout the day and night for its given purpose.

A notice is to be prominently displayed on the notice board and also a notice served to all Residents two weeks before change of hours is to occur. If an objection is raised then an EGM is to be held to which all Residents and/or Members are to be invited. A majority is then required to implement any change.

## DOGS

No dogs (except guide dogs) are permitted on the premises.

## ALTERATION OF RULES

No amendment or alteration to the Club Rules shall be made except at the AGM, EGM, start of membership year, or a Specific Rule Change Meeting called by the elected committee. Any rule changes should be notified to all members 3 weeks in advance of the AGM, EGM or Rule Change Meeting held via posting or email. The Committee is empowered to make emergency by-laws, or changes required for Health and Safety reasons which must be submitted to the next such meeting for ratification. For the avoidance of doubt, the elected committee is empowered, to change the club rules in exceptional circumstance, but all club members will be notified and issued with updated rules as soon as is practically possible or at the start of the season. A Member and their household accept any rules in place at the start of their membership each season.

Any proposal for amending the Rules by Ordinary Members who are not Committee Members must be given in writing to the Chairman and committee, together with particulars of the proposed amendment (duly proposed and seconded by a Member) at least two weeks before such AGM, EGM, and Rule Change Meeting.

## CCTV

The club operates CCTV monitoring in and around the club. Two designated committee members are approved to review the CCTV footage. This will only be accessed in the event of a complaint, damage or other gross misconduct in and around the club facility.

## DISPUTES

Any dispute as to the interpretation of these rules shall be decided by the chairperson at a meeting of the committee. A response to the member will be issued unless notice is properly served requesting the matter to be resolved by a special general meeting/EGM of club members.

## AUTHORISATION

The Club Rules and Conditions have been agreed by the Committee and Directors.

Signed

Trevor Dowell
Chairman/Director
The Bramptons Club Limited

## Contact

Contact can be made with the committee and club via email bramptonsclub.chairman@gmail.com

Also visit our website [www.thebramptonsclub.com](http://www.thebramptonsclub.com).