

Cross reference of Rules

# **West Malvern Social Club**

**These rules were last amended on 15 February 2015.**

**The principal office of the West Malvern Social Club is at**

**145 West Malvern Road, Malvern WR14 4AY.**

**Registered charity xxxxxxxx.**

## 1. introduction

The rules in the left column are the old rules of the Club. In the right column is indicated where in the new rules the old rules are implemented (or not). The 'new rules' are one of:

- the CIO Constitution - CIO;
- the Articles of WMSC House Limited - HOUSE;
- the Club Rules ( a new document) - RULES.

Note: there is a considerable advantage to using the clauses from the Charity Commission template verbatim as deviating from the template makes rejection of the application for registration more likely.

## 2. cross reference table

#	old rule	new rule
1	The name of the Club shall be "The West Malvern Social Club".	CIO s1
2	The objectives of the Club shall be: the provision of opportunities for recreation, social activities, the promotion of sporting contests, the sharing of mutual interests, and the supply of refreshments for the benefit of its members and guests, provided that such activities are consistent with the doctrines of the Church of England.	CIO s3 with minor changes
3	The provision and maintenance of a Club house at 145 West Malvern Road, West Malvern in the county of Worcestershire.	CIO s3
4	Membership shall be open to anyone over the age of 18 years.	CIO s9.1.1
5	Every prospective member shall be proposed and seconded by two members of the Club on a form provided for the purpose, containing details of the candidate's name and address, and the names of the proposer and the seconder. This form shall be displayed on the noticeboard in the Club room for a period of not less than seven days prior to a Committee meeting.	Not implemented. It is not done and serves no useful purpose.
6	Objections to any candidate for membership should be made in writing to the Hon Secretary at least four days prior to the next Committee meeting.	Not implemented. It is not done and serves no useful purpose.
7	The approval of any candidate's membership shall be by the Committee at its discretion.	CIO s9.1.2(iii)
8	SUBSCRIPTIONS. Each member shall pay the annual subscription on being accepted as a member and thereafter on the 31 <sup>st</sup> of December. The subscription rate shall be fixed at the Annual General Meeting.	Proposal: to scrap the annual subscription and have only an initial subscription.

#	old rule	new rule
9	If any member fails to pay his subscription on the due date he shall be given verbal notice to pay within 30 days; after this time, if he fails to pay, the Committee may terminate his membership.	Redundant if 8 is implemented.
10	The Committee shall have the power to expel any member who breaks Club rules, or whose conduct makes him, in the opinion of the Committee, unfit for Club membership.	CIO s9.4(a)(iv)
	Before such a member is expelled, the Hon Secretary shall give him 14 days notice in writing to attend a meeting of the Committee.	CIO s9.4(b)(ii) gives 21 days
	this notice shall also contain details of the complaint made against him.	CIO s9.4(b)(i)
	No member shall be expelled without first having the opportunity of appearing before the Committee and answering the complaints made against him, should he fail to appear then a two thirds majority would carry.	CIO s9.4(b) but only a majority is required not two thirds.
11	SUSPENSION. At the discretion of seven members, including three Committee members, a member may have their membership suspended temporarily, should they offend against the Club rules, until a meeting of the committee may be arranged. (passed at the AGM 18 <sup>th</sup> March 1994).	Not implemented. Not needed.
12	TEMPORARY MEMBERSHIP. The Committee may elect temporary members provided that no member shall be elected or re-elected for more than one month.	Not implemented. Not needed.
13	HONORARY LIFE MEMBERSHIP. Life members may be elected by a two thirds majority at an Annual General Meeting, and shall be exempt from paying further subscriptions.	Not implemented. Not needed.
14	CLUB MANAGEMENT. The President of the club shall be the Rev. Vicar of St James Parish, West Malvern.	RULES 2.2
15	MANAGEMENT COMMITTEE. The Officers of the Club shall be a Chairman, a Vice Chairman, a Secretary, a Social Secretary, and a Treasurer.	RULES 2.3 but there is no vice chairman and no social secretary.
	The Club shall be managed by a Committee consisting of the Officers, the Trustees, and nine other members of the Club;	CIO s12.3(b) specifies up to 12 in total
	all are elected annually at an Annual General Meeting.	CIO s13(b)
	Two Auditors shall be elected and shall not be Committee members.	No Auditors are required; an Independent Examiner is employed. RULES 2.7
	At any Committee meeting, a quorum is any five members.	CIO s19.3(a) says 2 or one third of trustees whichever is greater

#	old rule	new rule
	The Committee is authorised to do what is needed to achieve the Club's objectives	CIO s12.1
16	TRUSTEES. There shall be three Trustees elected at an Annual General Meeting who shall be ex-officio Committee members [for the avoidance of doubt Trustees shall be full members of the Committee with full rights]. The property of the Club shall be vested in the Trustees; they shall hold the same during the members' pleasure.	These trustees are no longer required as the house will be owned via WMSC House Limited.
	Trustees shall not sell or transfer any property or assets of the Club without a majority of three quarters at a General Meeting.	HOUSE s3(2) states "The company shall not sell or transfer any property of the WMSC without a majority of three quarters of the WMSC at a general meeting."
17	COMMITTEE MEETINGS. The Committee shall meet at least once every two months, when it shall receive: reports from the Secretary, Treasurer, and Social Secretary; all correspondence; suggestions, complaints and views of the Club members, with respect to the general running of the Club, via the Committee members. Club members may be co-opted to the Committee at its discretion.	RULES s2.4 (except that the two month requirement is relaxed).
18	ANNUAL GENERAL MEETINGS. An Annual General Meeting shall be held in March each year, when the following business shall be discussed: the presentation of the audited accounts for the financial year ending on the previous 31 <sup>st</sup> December; the acceptance of the accounts; the Hon. Secretary's report; the Treasurer's report; the election of Officers, Trustees, other Committee members, and elective Auditors; any other business.	CIO s11.1 requires an AGM, presentation of accounts, and the election of trustees (ie: committee members). There is no need to elect Trustees (old style) or elective Auditors. Thus, apart from the date (March) this clause is covered.
19	EXTRAORDINARY GENERAL MEETING. An Extraordinary General Meeting may be called by a petition of twelve members...	CIO11.2(b)(i) requires 10% of members rather than 12
	... of the Club presented to the committee in writing stating the purpose for which the meeting is required or at the discretion of the committee. An Extraordinary General Meeting may be called for the election of Officers or Trustees due to resignation.	CIO s11.2(a)(ii)
20	QUORUM FOR GENERAL MEETINGS. The quorum for any General Meeting shall be ten.	CIO s11.5(b) requires "the greatest of: 10 if there be more than 100 members; 10% if there be fewer than 100 but more than 30 members; three otherwise".
	In the case of an Annual General Meeting, the Officers and all committee members shall be deemed to have resigned before the meeting.	CIO s13(a)

#	old rule	new rule
	The Chairman may chair the meeting with the invitation of the president. The Hon. Secretary shall display on the Club noticeboard for a period of not less than fourteen days, an invitation for nominations to fill the vacancies that have or will have arisen. The notice will provide for the name and signature of the nominee and the signature of both the proposer and seconder. If there are fewer nominations than vacancies the Committee may co-opt any Club members they deem fit to sit on the committee.	RULES 2.5
21	LICENSING HOURS. The permitted hours for the supply of intoxicating liquor shall be those specified by the local licensing authority. The Club shall open at the discretion of the Committee within the permitted hours.	RULES 2.6
22	GUESTS. Any member may introduce two guests at any one time to the Club. No person whose application for membership has been declined, or has been expelled from the Club shall be admitted. The member introducing guests to the Club shall be responsible for the behaviour of their guests and shall enter their names and addresses together with their own names in the book provided for this purpose and a donation to Club funds shall be made. No guest shall be permitted to purchase alcoholic liquor. Guests may be introduced up to three times in any one year, after which they will be invited to apply for membership.	Not implemented.
23	AMENDMENTS TO RULES. No amendment to the Club rules shall be made except by a majority of at least two thirds of the members present at an Annual General Meeting. Such amendments may be made under 'any other business'.	CIO s28(1)(b) requires "a 75% majority of votes cast at a general meeting".