



Spalding Wargames Club Rules

Version 1.1

Contents

Club Rules	3
1.0 Identity.....	3
2.0 Purpose	3
3.0 Membership.....	3
4.0 Club Assets.....	3
5.0 Club Officials	3
6.0 Club Funds.....	4
7.0 Voting and club decisions.....	4
8.0 Standards of conduct	4
9.0 Suspension of members	5

Document Control

Author	Initial Version	New Version	Date	Change Summary
Martin Jackson	1.0	N/A	25/10/17	New Document - IClub Formation
Craig Jackson	1.0	N/A	29/10/17	Counter signed and approved
Jonathan Rowe	1.0	1.1	20/11/18	Minor edits, alteration of membership fees in line with 2018 AGM

Club Rules

1.0 Identity

- 1.1 The club will be called “*Spalding Wargames*”

2.0 Purpose

- 2.1 To provide the opportunity for members to participate in the hobby of collecting, painting and gaming with tabletop miniatures and game systems.

3.0 Membership

- 3.1 Membership is granted at the discretion of the Club Chairman and Committee. Attendees may purchase membership for £5 for each quarter. Members may make use of club facilities upon payment of the concessionary meeting price (£3).
- 3.2 Club meetings are open to non-members who can make use of the club facilities upon payment of the standard meeting ticket price (£4)
- 3.3 A record of attendance will be kept.
- 3.4 Members must be 18 years old or more to attend the club or become a member. Club Officials and signatories must be 18 years or older.

4.0 Club Assets

- 4.1 The assets of the club (gaming equipment, cash in hand and cash at the bank) belong to the members.
- 4.2 If the club ever closes the assets will be distributed to the current members as evenly as possible. Current members at any time will be those who have attend more than half the meetings in the previous six months.

5.0 Club Officials

- 5.1 Decisions involving expenditure in excess of £50 or which involve a change to the Club Rules will be made by majority vote of club members at a normal meeting. Club Officials may make decisions on day to day running and expenditure of up to £49.
- 5.2 At the AGM the Club Chairman shall appoint a Treasurer, Caretaker and membership Secretary. Nomination is voluntary. No more than two positions of responsibility can be assigned to a single club official.
- 5.3 Officials must have attended at least three quarters of the meetings held during the past 12 months to be eligible for elections or re-election.
- 5.4 A minimum of *one* official will be present at each club meeting.
- 5.5 *Ideally* at least one club member will be trained as a First Aider.

6.0 Club Funds

- 6.1 The Treasurer will keep a record of transactions on club funds showing all credits, debits and current balance. The record will be available for inspection by any club member.
- 6.2 A receipt will be obtained for all club expenditure, checked by the Treasurer and retained for audit purposes. If the Treasurer commits expenditure then the receipt will be checked by a different signatory.

7.0 Voting and club decisions

- 7.1 Decisions regarding the club, including amendment of club rules, will be made by majority vote at a club meeting.
- 7.2 The Club Chairman will keep a record of decisions taken at club meetings. The record will be available for inspection by any club member.
- 7.3 Only current members (not visitors) may vote.
- 7.4 There will be an Annual General Meeting to discuss the general direction of the club and forthcoming events.

8.0 Standards of conduct

- 8.1 Club members and visiting non-members will at all times adhere to the following standards of behaviour.
- 8.2 There will be no verbal or physical abuse of any other or visiting non-member.
- 8.3 There will be no discrimination of any kind by any member or visiting non-member towards any other person at the club meetings. This includes but is not limited to discrimination on grounds of:
 - 8.3.1 Class;
 - 8.3.2 Ethnic origin, nationality (or statelessness), or race;
 - 8.3.3 Gender;
 - 8.3.4 Age;
 - 8.3.5 Marital or sexual status;
 - 8.3.6 Mental or physical ability;
 - 8.3.7 Political or religious belief
- 8.4 Any allegation of discrimination will result in a suspension pending investigation
- 8.5 It is the responsibility of all persons to ensure that:
 - 8.5.1 They do not endanger the health and safety of themselves or others;
 - 8.5.2 They observe the rules established for the safety of those involved in club activities. These are defined as required by the Club Committee.
- 8.6 Disagreements between club members
 - 8.6.1 Any disagreements between members in a Gaming Club must be referred to the Club Chairman.
 - 8.6.2 The following procedures are to be used only if informal efforts to resolve disagreements have been made and failed.
 - 8.6.3 All the parties to the disagreement must be given reasonable opportunity to state their case.

9.0 Suspension of members

- 9.1 Suspension of membership ensures that no situation in the Gaming Club arises which could cause further concern and that no member is placed in a position which could cause further compromise. Such action may be necessary in the following cases:
- 9.1.1 When an allegation is made that a Member has committed a serious criminal offence. In this case the Member must be suspended until police inquiries and any legal proceedings have been concluded.
- 9.1.2 When a disagreement between adults cannot be resolved quickly. In this case the suspension is to be for a period of not more than 90 days in the first instance. Suspension for further periods of not more than 90 days may follow.
- 9.1.3 When the action of an individual could seriously harm the reputation of the Gaming Club.
- 9.2 In every case membership may be suspended only by the appropriate authority with approval from the other appropriate authority as defined in the following table:

Person to be suspended	Authority to suspend	Authority to approve suspension
Member of club	Club Official	Club Chairman
Club Official	Club Chairman	Club Official / Chairman

- 9.3 The suspended member must not participate in any activity connected with the Gaming Club.
- 9.4 Any appointment held will be regarded vacant.
- 9.5 Suspension in the case of disagreement must be followed as soon as possible by conciliation and such further steps as are necessary.
- 9.6 If so requested by the person dismissed, the official asked for appeal may appoint a committee to hear the appeal.
- 9.7 Reasonable opportunity must be given for the dismissed person to attend the meeting of such a committee to state a case against dismissal.
- 9.8 Following any incident of a suspension of membership to an individual censure will not be lifted without the agreement of both the officials who issued the censure, as outlined in 9.2.
- 9.9 Records of all suspension and disciplinary actions must be maintained by all officials involved and be available for examination by the police authorities should they be required.