

# CONSERVATIVE CLUBS MAGAZINE



October 2017 50p



## Market Harborough Fundraises In Memory of Brian Curnoe

**Flixton Conservative Club Scores a CAMRA Hat Trick**

**St George's Conservative Club Visits Isle of Wight**

**Membership Recruitment and Club Advertising Information**

# Ruthin Conservative Club Welcomes the Welsh Fusiliers

*CONSERVATIVE CLUBS MAGAZINE*

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The Ruthin Conservative Club, Denbighshire, were pleased to host a few of the Welsh Fusiliers who marched through Ruthin to re-affirm their Freedom of Denbighshire.

Denbighshire County Council had agreed to award the Re-affirmation of the Freedom of the County to the Royal Welsh, in recognition of the eminent services

rendered to the County and for their courage and bravery in the execution of their duty, both at home and overseas. Freedom of the County was first awarded by Denbighshire County Council to The Royal Welsh in June 2011.

It was a great day and the Club were pleased to welcome the Welsh Fusiliers into the Club for a drink after the event.



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# Market Harborough Holds Fundraising Day in Honour of Brian Curnoe

Regular readers may remember the feature in the January issue of the Conservative Club's concerning the death last November of the long-serving Treasurer of the Market Harborough Conservative Club, Brian Curnoe. A presentation had been made to Brian only the previous month – of an ACC Badge of Honour – when he was supported by his wife Rose and daughter Stephanie. Had Brian survived until March this year he would have completed 25 years valued service to the Club.

An extract from the obituary printed in the January Magazine:

*'The Club presented Brian with a ACC Badge of Honour and a specially inscribed pen shortly before his death to honour him for almost twenty-five years' service as Club Treasurer. In expressing the Club's gratitude to him, Mr Andrew, the Club President, referred to his long, loyal and conscientious service. Even during the following last two weeks of his life Brian insisted on carrying on with his regular duties though increasingly with help from others. Mr Andrew went onto say that 'The*

*Chairman, Secretary and I worked closely with him over the years and admired him and his impish sense of humour. He will indeed be difficult, if not impossible, to replace at the Club.'*

The Committee wanted to commemorate Brian's contribution in a practical way and after discussion with Rose it was decided to hold an auction at the Club to raise funds for Macmillan Cancer Support. Many local organisations and businesses,



**Brian Curnoe at his desk at the Club.**



**The Cheque Presentation with Brian's wife Rose Curnoe featured centre.**

some of which had known Brian well, generously donated a wide variety of items for the sale which was conducted in July by well-known local auctioneer John Gilding who is also President of the Market Harborough area branch of the charity. The event was well supported, with £4,177 being raised at the auction itself, which along with donations, raffles, quizzes, ticket sales and the proceeds of a hog roast, produced well over £7,000 in total.

In August the main organiser Kevin Waterworth presented a cheque for £7,155.44 to Mr Gilding

for the benefit of the charity. John was delighted to receive this amount towards their funds, and it is hoped that they will be able to exceed the £38,000 raised locally last year. Rose and all her family were also extremely appreciative of the efforts of all those who contributed in any way towards supporting this event in memory of her husband.

Readers can see the excellent portrait of Brian, specially painted by another member Franklyn Scott, as displayed in the club lounge in the picture accompanying this article.

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# ACC Services

## Loans

Loans can be arranged from as little as £1,000 to £500,000. We provide loans at competitive simple interest rates, currently 4.75%, and all loans commence with a three year period of fixed interest. Loans are repaid over a term to be agreed on an individual basis with each Club in order to create a manageable and sensible time frame for repayment.

## Trusteeship

The ACC Trusteeship Service is a free facility offered by the ACC. The transfer of Trusteeship to the ACC has increasingly become popular amongst unincorporated clubs and there are two main benefits for the Club. The first is that the ACC will pay for all legal expenses involved with the transfer of Trusteeship. The second is that the Association's financial and legal resources are such that the Club's position will be greatly strengthened when negotiating loans or defending itself against legal action taken by a third party.

The ACC do not become involved with the day to day business of any Club for which we act as Trustee. The Club will continue to be able to call upon the ACC for advice on any matter without needing to make reference to our Trusteeship. We will only act on behalf of the Club in accordance with the lawful instructions of the Committee and Members. The Club Committee will therefore continue to run the Club's affairs and will only refer matters to the ACC as and when they consider it appropriate to do so

## Deposit Scheme

Clubs may deposit surplus funds with the ACC and we are currently offering interest of 2.5% gross per annum on funds deposited. We are already holding in excess of £4,000,000 on behalf of Clubs and deposits range from £1,000 upwards. Funds can be returned in full or part at any time and our rate of interest will apply on a pro rata basis. There is no upper or lower limit of investment.

## Sale and Leaseback

Since launching the ACC Sale and Leaseback service, over 70 Clubs have entered into this arrangement with the ACC.

Under what circumstances would a Sale and Leaseback be appropriate? The most successful examples of ACC Sale and Leasebacks are Clubs which have a dedicated Committee and Membership and want to secure their Club's future. By unlocking the Club's freehold, Clubs can be provided the means of repaying debt, often undertaking refurbishments and providing a significant cash sum. The rent payable to the ACC following the completion of a Sale and Leaseback can often be less than a Club was paying for servicing debt.

## Documentation Available Free Of Charge

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**ACC Catering Franchise Pack** - The ACC Catering Franchise pack can be used by Clubs which have a franchisee who uses the Club's facilities to prepare and serve food within the Club. The Franchisee Contract permits the Committee to decide if the franchisee shall pay a set fee per month to the Club for use of the Club's facilities, shall pay to the Club a percentage of the profits from the sale of food or that a combination of both methods of remuneration shall be utilised.

**Health and Safety and Risk Assessment Documentation** - The ACC has extensive documentation to assist a Club in creating a Health and Safety policy and conducting regular risk assessments. This documentation is available free of charge. Examples include template health and safety documentation, risk assessment forms and practical advice on completing a Club risk assessment and first aid information.

**Candidates for Admission Sheets** - The admission sheets can be posted on the Club's Notice Board to detail prospective new Members and have spaces for: Date, Candidate Name, Address, Occupation, Proposer, Seconder.

**To obtain any of the documentation packages please email [charles@toryclubs.co.uk](mailto:charles@toryclubs.co.uk) or phone 0207 222 0843. To enquire about any of the ACC's financial assistance packages please email [assistance@toryclubs.co.uk](mailto:assistance@toryclubs.co.uk) or phone 0207 222 0843.**

# CLUB LAW AND MANAGEMENT

## Lottery King Acquired by Dransfields

Dransfields are pleased to announce that they have recently purchased the "Lottery King" machines operation from their previous owners Kelly's Eye.

Lottery King is a well-established pull tab lottery operator that has been in business for over twenty five years; their distinctive blue and yellow Play & Win vending machines are a common feature in most clubs around the Country.

Dransfields have committed their engineering teams to carry out a complete overhaul of all Lottery King machines; this will include upgrading coin mechanisms to accept the new £1 coin only.

They will also be renewing sensors on all ticket stacks, replacing all lighting and generally giving the machines a spruce up. This will help to maximise

vending quality and improve clubs' ticket sales

An additional benefit to being a Dransfields pull tab customer, is that Clubs are automatically enrolled into the DransCash Points club. Points can be redeemed for great raffle prizes and equipment for clubs.

Dransfields Managing Director Chris Haley stated "I am delighted to welcome all Lottery King customers to Dransfields. Since we launched our Lucky Dip pull tab business 8 years ago, our customers have sold over 250 million pull tab tickets - helping clubs to raise millions of pounds and thrive at the heart of the communities they serve. Dransfields is firmly committed to clubs and we look forward to helping Lottery King customers increase their fundraising through increased ticket sales supported by quality service"

## IA Ticket Returns Reminder

As many Clubs are now ordering 2018 IA Tickets, we wish to remind all Clubs that they are able to return up to 100 unsold IA Tickets per year. We hope this will enable Clubs to purchase larger amounts of IA Tickets at one time in the knowledge that they can send back up to 100 unsold IA Tickets for a full refund or credit.

2018 IA Tickets are now available for purchase and can be

ordered by emailing assistance@toryclubs.co.uk, by phoning 0207 222 0868 or by ordering online at [www.toryclubs.co.uk](http://www.toryclubs.co.uk). Please return unsold 2017 IA Tickets to 24 Old Queen Street, London, SW1H 9HP. Payment can be made by cheque or bank transfer if ordering over the phone or by email. For Clubs wishing to pay by credit or debit cards please use our online ordering system.

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## Question and Answers

**Q** Does the ACC offer Zero Hours Contracts of Employment?

**A** We do not specifically offer zero hours contracts although in our standard Terms and Conditions of Employment contracts there is a space for contracted hours which can have 'zero' as the number of contracted hours. That would effectively make the contract a casual contract for employees who occasionally work for the Club and are not guaranteed hours each week.

Please be aware that a zero hours contract goes both ways. Whilst the Club is not committing a minimum number of hours to an employee each week neither is an employee committing to work any hours for a Club each week. Any hours which are worked by the employee will have to be mutually agreed in advance by the Club and the employee. Whilst zero hour contracts can be helpful to allow the Club to have a pool of willing employees who can help out with events or other similar one off events, too much reliance on zero hours contracts can make it difficult to find employees willing to work anti-social days and hours such as over Christmas and New Years' Eve.

**Q** Is it acceptable for Inter-Affiliation (IA) Ticket holders visiting our Club to introduce guests?

**A** Yes it is. By joining the Inter-Affiliation (IA) Ticket Scheme, Clubs undertake to extend membership rights to visiting IA Ticket holders, except the right to take part in the management affairs of the Club.

IA Ticket holders are subject to the same rules and regulations applicable to the host club's members. Therefore, any attempt to place restrictions on IA Ticket holders is contrary to the whole concept of the reciprocity which is the foundation of the IA Ticket Scheme. IA Ticket holders are entitled to purchase drinks, play

the gaming machines and introduce guests in accordance with the host Club's Rules; they are also entitled to participate in a host Club's bingo or lottery activities, unless the Club's Committee have decided that such activities are 'members only.'

**Q** We are looking into purchasing a defibrillator machine for use by Club Members and the local Community as and when required. The cost of these machines are high, is there a specific supplier we would be contacting to reduce the cost?

**A** We do recognise the high cost of these machines although unfortunately there is not much that can be done to lower the prices. Only a few companies offer these machines and the high prices tend to be because these machines are simply expensive to produce and install to begin with.

Many Clubs use fundraising events to purchase these machines. This might be a sensible route for the Club to go down in order to pay for the machine, or at least to provide a contribution towards the cost of such a machine.

**Q** We are may have to invite an employee to a disciplinary meeting but I believe we should first undertake an investigation. Can you explain how an investigation should be conducted?

**A** Depending on what is being investigated, an investigation would typically involve talking to other employees, Club Members and also Committee Members who may have dealt or have been witnesses to an alleged incident. For issues such as stock or financial irregularities then you would also likely wish to speak with the Club's stock taker and/or Accountant. Essentially, you would want to try to talk to anyone who may have first-hand knowledge of the situation.

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# CLUB LAW AND MANAGEMENT

## ◀ From page 5

Once the disciplinary investigation has been completed you should present your findings to the Committee. The Committee can then review the allegations and consider your investigation report. The Committee then has to decide if they wish to invite the employee to a formal disciplinary meeting or take no further action.

**Q**The Committee are considering replacing one of the Club's Snooker Tables with a Pool Table. Can the Committee make this decision or do the Members need to vote for it at a Special General Meeting?

**A**The Committee can make this decision without recourse to the Members. The Members have elected the Committee to run the Club and to make management decisions. This type of situation completely falls under the Committee's purview.

If the Committee is worried about the Members reaction then

I would suggest that a notice can be placed on the Notice Board informing the Members of this decision and explaining the reasons behind it. If it is possible to trial this decision then this may be worthwhile although it would mean you would have to find somewhere to store the snooker table which may not be easy.

Alternatively, if the Committee would like further feedback prior to a decision being made then you can call an advisory meeting with the Members do feedback can be received directly. This will allow the Committee to access the strength of feeling regarding this issue before making their decision.

**Q**We are struggling to achieve a quorum at Committee Meetings. What should we do to solve this problem?

**A**If the Committee can form a quorate meeting then you are able to co-opt Members to the Committee to fill vacant positions. This would solve the problem in the short and medium term.

In the longer term, it might be

sensible to consider a Rule revision to reduce the quorum requirement down to a more manageable figure. The Committee can also empower employees and Committee Members to make specific decisions without recourse to the Committee. This means that even at times when the Committee may not be quorate that day to day Club decisions can still be made by the nominated persons.

**Q**I have served on my Club's committee for a number of years and my daughter is also the stewardess of my Club. The Committee are in the process of negotiating a new contract with the Stewardess and the Committee have requested that I leave the meetings when this matter is being discussed due to 'vested interest/conflict of interest.' I can find no rule in the Club's rulebook regarding this matter.

**A**Your Club's Committee are entirely correct when requesting that you do not participate in discussions or vote on matters relating to your daughter's employment with the Club.

Clearly there is a vested interest in view of your family relationship with the employee. You are correct that there is no specific rule regarding this matter since the subject of vested interest/conflict of interest is one which is standard (and accepted) management practice.

I do not think that you should view the request for you to leave committee meetings as a personal reflection on yourself. The Club are not saying that you personally would be unable to separate your role as a Committee member acting on behalf of the Club with the fact that you are the employee's father. It is simply

a case of sound management procedure and, furthermore, it is important not to create a precedent whereby committees of the future find it difficult to impose the vested interest/conflict of interest scenario on the grounds that they made an exception in your case. I would advise you to accept the Committee's decision in respect of this matter which is both correct and appropriate and also to take solace in the fact that by completely removing yourself from this decision making process no one can possibly accuse you in the future of not acting appropriately.

**Q**The Club hosts a poker evening each week. One of the participants is asking that the stakes limit for the game is raised. Is there a maximum stakes limit that we cannot exceed?

**A**Clubs may provide facilities for their members under the exempt gaming provisions contained in Part 12 of the Gambling Act. There is a stakes limit of £10 per player per game—the limit applies to a game, not a single hand—as well as aggregate stakes limits of £250 per day and £1000 per week for each individual club. For example, the club could run a poker game for twenty-five players paying £10 each four times per week. The maximum prize in a game is £250 and the maximum charge that a club may make for participating in card games is £1 per player per day. No deductions or levies are permitted from either stakes or prizes. Where a club holds a Club Gaming Permit, the maximum participation fee is £3. Where a Club Gaming Permit is held there are no statutory limits on stakes or prizes.



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# New for 2017

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Order online at [www.toryclubs.co.uk](http://www.toryclubs.co.uk), phone 0207 222 0843 or email [assistance@toryclubs.co.uk](mailto:assistance@toryclubs.co.uk). Clubs wishing to pay by credit or debit card should order online or phone so that we can process payment.

## Membership Recruitment and Club Advertising

The key to any club's current and future success lies in the ability to recruit new members. In most clubs, whatever facilities are available, only one third of the total membership uses the club regularly and its hard core is less than this. The aim, therefore, is to increase the total membership in order to increase the proportion which makes up one third of regular users.

Membership recruitment is a matter which should be discussed regularly by committees. Without a continuous programme of membership recruitment, a club will eventually weaken. Club committees often place the onus of responsibility for recruiting new members on themselves, rather than correctly placing it on the membership. It is the members who must propose and second new members, not just the committee.

It does seem that people are often encouraged to become involved in membership recruitment if there is some form of reward involved. One of the most successful recruitment schemes is known as the 'bounty system,' whereby a member who introduces a new member receives some form of payment, usually by way of a bar voucher. For example, if a club's membership subscription is £20, the payment of a £20 bar voucher to the introductory member (which will actually only cost the club the value of the stock, rather than the whole £20) has in many cases created a great deal of interest. You can further incentivise membership recruitment by also awarding a bar voucher to the member who has introduced the new member. If the subscription fee is £20 then in reality the club has approximately £40 of bar voucher which they can distribute without making a loss.

A further method, which has often proved successful, is the announcement that the club intends to close the membership book. You would be surprised how many people will suddenly wish to become members of a club if they think the club will be difficult to join. I suspect that human nature dictates that most of us wish to belong to something which has an element of exclusivity.

Experience has also shown that many clubs will recruit new members and will lose them at the following year's renewal

time. I believe one of the reasons for this is that new members are not always made as welcome as they should be. All clubs, by their very nature, tend to have established groups and sections and these can seem daunting to a new person using the club for the first time. Three or four new members' evenings should be organised during the course of the year to which all members who have joined during the previous period are invited. These social occasions are a great way to help 'break the ice' and forge friendships with existing members.

### Club Advertising

Care must be taken not to advertise directly for new members. Club rules should contain a reference to candidates for membership being properly proposed and seconded by existing members who are able to vouch for their suitability. This is one of the fundamental principles which define a *bona fide* members' club, as opposed to a club which allows people to come in and drink following some mere administrative 'tick the box'.

It is, however, possible to place an advertisement in the local press or on a flyer posted to local residential or business addresses, which for example, lists forthcoming events and facilities which are on offer, provided the following words are included—

*'Members, Members' Guests and Affiliation Ticket holders welcome. For further details please contact the Secretary.'*

It is likely that non-members will read this advertisement and may be attracted to what is happening at the club and the facilities which are on offer, and may indeed contact the club with a view to becoming members. Importantly, however, the club could not be accused of advertising for members. Some clubs have successfully used this method to highlight the club and its activities with the result of increased patronage by existing members who are able to see what activities are planned as well as interest from non-members who may wish to become members of the club.

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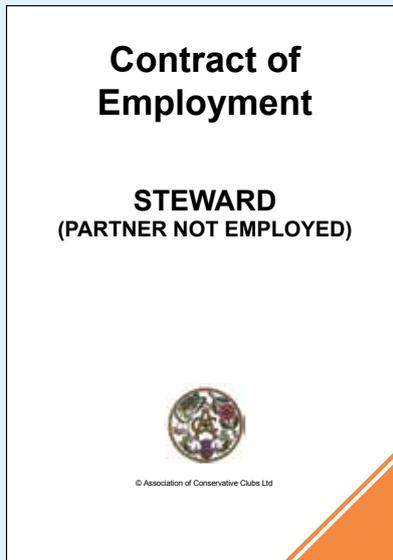
# ACC Contracts of Employment

The ACC are pleased to supply a range of Employment Contracts. These contracts are designed specifically to comply with the needs of ACC Clubs and are produced to a high quality with a glossy finish. All Contracts were fully revised and updated in 2015, with minor revisions made in 2016, and are compliant with all current UK legislation. We recommend that all Clubs use our current contracts of employment for their employees.

All Contract Packs now include a high quality and durable employee disciplinary and grievance policy handbook which should assist both Clubs and employees when these issues arise. Contracts for use with employees who live on the Club's premises now come with a specifically drafted Service Occupancy Agreement for the employees, and their partners if applicable, to sign in relation to their accommodation.

Our newest introduction to our contracts range is a contract of employment for use by Clubs which employ Bar Managers. We know that many Clubs employ Bar Managers as opposed to Club Stewards and we are pleased to now supply a specific contract pack for Bar Managers.

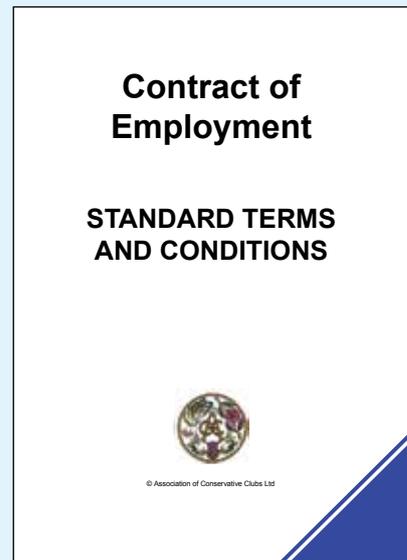
The contracts which are offered by the ACC are as follows:



## Steward Contract

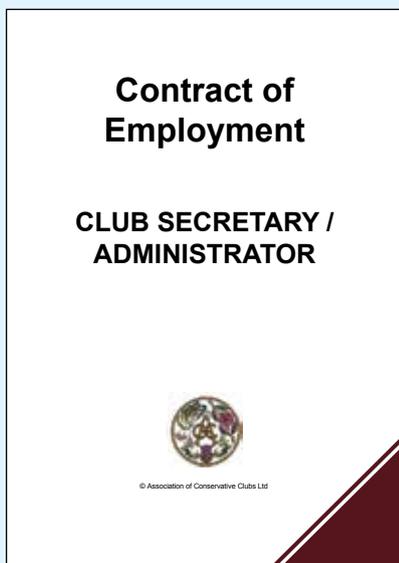
Appropriate for a Club employing a Steward with or without accommodation included. Each contract pack costs £25 and includes:

- 2 x Club Steward Contract
- 2 x Service Occupancy Agreement
- 2 x Club Employee Disciplinary and Grievance Policy Handbook.



## Standard Terms and Conditions of Employment

Appropriate for a wide range of Club Employees (bar employees, cleaners, general part time employees etc.). Each contract pack costs £15 and includes:  
2 x Standard Terms and Conditions of Employment Contract  
2 x Club Employee Disciplinary and Grievance Policy Handbook.

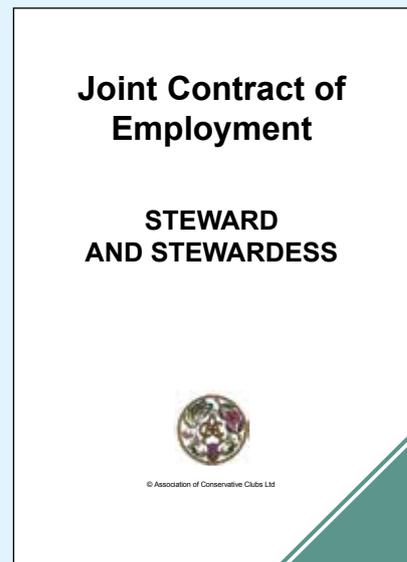


Club Secretary/Administrator Contract  
Appropriate for Clubs which employ, rather than elect, a Club Secretary. Each contract pack costs £20 and includes:  
2 x Club Secretary Contract  
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## Bar Manager Contract

Appropriate for a Club employing a Bar Manager without accommodation. Each contract pack costs £20 and includes:  
2 x Bar Manager Contract  
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## Steward and Stewardess Joint Contract

Appropriate for a Club employing a Steward and Stewardess on a joint contract of employment with or without accommodation included. Each contract pack costs £25 and includes:  
2 x Club Steward and Stewardess Contract  
2 x Service Occupancy Agreement  
2 x Club Employee Disciplinary and Grievance Policy Handbook.

**Please contact the ACC with any questions regarding the new contracts of employment.**

**To order any of the above contract packs please place an order online at [www.toryclubs.co.uk](http://www.toryclubs.co.uk), email [charles@toryclubs.co.uk](mailto:charles@toryclubs.co.uk) or phone 0207 222 0868.**

# West Bridgford Conservative Club Celebrates Member's 100th Birthday



On Tuesday 29th August George Thornley celebrated his 100th birthday with family and friends at a surprise party hosted by the West Bridgford Conservative Club, Nottinghamshire, where he has been a member for over 40 years. In his younger days George sat on the Committee and served as both Club Chairman and Club Secretary.

The birthday party was attended by guests of honour the Rt. Hon. Kenneth Clarke, MP for Rushcliffe, and the Mayor of Rushcliffe, Mr Barrie Cooper, together with over 60 other guests.

The son of a Wesleyan Methodist Minister, George served during the last war as an RAF despatch rider in the Greece and North Africa Campaign during which he narrowly escaped death in the Mediterranean when his vessel was sunk. After the war he moved to West Bridgford where he married his late wife, Monica, with whom he had three children and where he has lived ever since.

George described how emotional he felt when he received the hand-signed birthday card from the Queen this morning. He said: "I fought in the war to save the Queen and this is recognition of that sacrifice." His daughter Linda Stafford, 66, who is also a member of the Club, said: "I am overwhelmed. It is absolutely lovely, I am so thrilled he has so many friends at this age who feel honoured to be part of this special day."

Ken Clarke, who has known George for some 30 years, said 'I am delighted that George remains fit and well; he is an inspiration to us all'. After proposing a toast, the Mayor added 'This is a splendid event in celebration of a very special centenarian who looks at least 20 years younger'. The party was organised by his daughter, Linda, who was overwhelmed that so many friends made the effort to attend in honour of George's momentous occasion.

Peter Brunger, Club Secretary, said 'It was an absolute pleasure

for the Club and its members to help arrange and host George's very special celebration and we were especially delighted that both Mr Clarke and the Mayor could attend and share this wonderful

surrounded by his family and friends of many years standing. It was a day during which past memories were shared and new ones made'.

The ACC sends George our congratulations.



Left to right: Rt Hon Kenneth Clarke MP, Linda Stafford and George Thornley.



Left to right: Rt Hon Kenneth Clarke MP, Barrie Cooper, Mayor of Rushcliffe, Linda Stafford and George Thornley.



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John Jenkins, Secretary – Aintree Conservative Club



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# St George's Conservative Club's Weekend Break to the Isle of Wight

The St George's Conservative Club, Northampton, arranged a fantastic August weekend break for the Club's Members and their families. The trip went to the Isle of Wight where the East Cowes Conservative Club put on a wonderful buffet for everyone. This was followed by an outing to Osborne House on the island.

Mike O'Connor, Chairman of St George's Conservative Club, would like to thank the East Cowes Conservative Club for the buffet and also to extend his thanks to the Sandown Conservative for the hospitality provided to all their members who went on this weekend trip.



The Members and their families from St George's Conservative Club during their weekend visit to the Isle of Wight.



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# Flixton Conservative Club scores a CAMRA Hat Trick

The Flixton Conservative Club has been awarded the title of Regional Club of the Year for Greater Manchester for the 3rd year running by CAMRA.

The Club has also been voted Trafford and Hulme Branch Club of the Year for the last five consecutive years. The Club now goes on to be judged from the final 15 for the overall title of National Club of The Year.

The Club is held a presentation night on 29th September when representatives from CAMRA made the presentation of the award to the Club.

Our photo shows Nigel and Sharon Porter, Steward and Stewardess, at the regional presentation and launch of the Good Beer Guide 2018 which the Club are proud to feature in again.



Flixton Conservative Club.



## Obituary

### David Bowyer

It is with great sadness that Biddulph Conservative Club have to announce the death of David Bowyer who died suddenly at home on 11th September. David joined the

Club in February 1977 was elected Vice President from 1982-1991 and then President from 2007-2014 when he retired from office but continued as a valued member of the Club.

## Pages From The Past

In this month's Pages From the Past we go back to October 1955 which included an advert for ACC Illuminated Signs. These signs were a popular addition to many Clubs and a very useful way to promote Clubs to their local communities.

Some of these style of signs are still in working order today. If your Club still has one of these iconic signs in working condition hanging outside your Club then please send in a photograph so we can publish this in a future magazine.

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