

# *CONSERVATIVE CLUBS MAGAZINE*



February 2022 75p



## **Sidmouth Conservative Club Completes Refurbishment**

**How to Prepare for an Annual General Meeting**

**Industry Insights**



## CONTENTS

Preparing for an AGM	3, 4
Club Law and Management	5, 6, 7
Industry Insights	8, 9, 10, 11
Sidmouth Completes Refurbishment	12, 13
Club Insure	14
Pages From The Past	15

# Message From The Chief Executive

The Annual General Meeting season for clubs is upon us and this month we have reprinted some sound and practical advice for Club Officers on the procedure and pitfalls of Club General Meetings. For many officers, this will not be their first AGM but for others this will be and I hope that members will be sufficiently interested in their club's management to make an effort to come along. It is important of course to prepare for an AGM in order that the process can be managed smoothly, that members are presented with proper accounts and that new Committee Members might be attracted to join.

Hopefully, members will want to support their committees rather than simply make criticisms without ever wanted to put their hands up to volunteer for unfilled positions but experience has shown that

one of the most challenging problems faced by clubs, like many other voluntary organisations, is a lack of willing participants to help manage their affairs so that all members can enjoy the facilities on offer. The old adage that 'more hands make light work' is so relevant to members clubs but new members on a committee also bring fresh blood and new ideas. A combination and balance of members bringing new experience along with a few "wise heads" on any committee is so often a recipe for success.

The ACC are happy to assist with any point or issue which clubs might have at this important time of the year and hopefully encouragement can be given to members to at least 'have a go' at some committee service, which they are quite likely to enjoy more than they imagine.

## CONSERVATIVE CLUBS MAGAZINE

Published by The Association  
of Conservative Clubs, Ltd  
1 Norfolk Row,  
London SE1 7JP  
**Tel: 020 7222 0843**  
**Sales: 020 7222 0868**  
**assistance@toryclubs.co.uk**  
**www.toryclubs.co.uk**

Chairman:  
Rt Hon Alistair Burt  
Chief Executive:  
Lord Smith of Hindhead CBE  
Printed by: Snell Print Ltd,  
Brympton Way, Yeovil,  
Somerset BA20 2HP

All editorial and advertising  
enquiries should be addressed  
to the ACC. When replying to  
advertisers please mention  
Conservative Clubs Magazine

Every effort is made to ensure  
accuracy but neither the  
publishers, nor their agents,  
can accept responsibility for  
any error or omission.

# Are you ready for safe reopening?

Visit [www.dransfields.com/reopening](http://www.dransfields.com/reopening) to find out more

Clubs will be allowed to reopen for indoor service with effect from **17 May 2021** (at the earliest).  
Gaming machines and jukeboxes will have technical issues when they are switched back on  
due to the length of time they have been turned off.

Let us know your planned reopening date and arrange a service visit prior to reopening.  
**Call Dransfields on 0345 226 0002 to book an engineer appointment**

Do you need to order more lottery tickets?  
**Call our Pull Tab Ticket Hotline on 0345 643 5505**

### FANTASTIC INSTALLATION DEALS:

- B4 machines
- B3A machines
- Pull tab products
- Multi-game quiz machines
- Jukeboxes
- Pool tables
- Family entertainment

### DRANSFIELDS MARKET-LEADING PULL TABS



Earn DransCash Points with every  
box of tickets you purchase –  
redeemable for fantastic gifts  
for your club!

**DransCash POINTS**

For general enquiries  
call 0345 644 9414

**Dransfields**  
LOCAL SERVICE, NATIONAL STRENGTH

[www.dransfields.com](http://www.dransfields.com)

Recommended supplier to the Association of Conservative Clubs



# CLUB LAW AND MANAGEMENT

## Preparing for an Annual General Meeting

An AGM is held to transact certain business: the report on the ballot for officers and committee (unless they are elected at the AGM itself); the report on the accounts; the adoption of the accounts, as audited; and other reports as required by a club's own rules.

Firstly it is essential for the AGM to be properly summoned. This usually involves a notice being placed on the club notice board announcing the date and time of the meeting and requesting motions to be submitted to the Secretary by a certain date.

The rules of most clubs provide that a notice of the AGM shall be exhibited at least twenty-one days before the date of the meeting; and the notice of any motion must be submitted within ten days following the posting of the notice. Rules can also say that the agenda must be posted for a specified number of days before the date of the meeting.

Before the meeting it is essential for whoever is taking the Chair—Club President or Chairman depending on the club's rules—to undertake a careful study of the agenda. This will mean he can conduct the business effectively and also spot any difficult matters that might arise. Preparation is crucial to the success of the meeting.

When the meeting starts, the Chairman should satisfy himself that the requisite quorum is present. Most club rules require a quorum. This is to prevent a small, poorly attended meeting

making decisions which affect the whole club.

The meeting must proceed with each item of business taken in the order in which it appears on the agenda. A normal agenda begins with confirmation of the minutes of the previous AGM, any business arising from them, then the Treasurer's report on the accounts, the election of officers, and so on.

The presiding officer, mindful of the need for a well-ordered, good tempered and constructive meeting, must see that the agenda is followed strictly. Speakers should stand when called by the chairman and, to preserve order, only one person should be on their feet at the same time. When the Chairman rises any other speaker should sit down and this should be insisted upon. Unless this is done, a meeting can degenerate into disarray and chaos.

A proposal for discussion is a 'motion' and when it is accepted it becomes a 'resolution'. Before discussion begins, a motion must be proposed and seconded. A motion that is proposed, but finds no seconder, lapses and the meeting proceeds to next business. When a motion is proposed and seconded it is open for discussion. No speaker should be allowed to address the meeting more than once on each motion, except for the proposer, who may reply to the debate. A motion may be ultra vires—that is, outside the scope of the meeting—and should immediately be ruled out of order by the chairman.

An amendment is a proposal to alter the wording of a motion and may be moved at any time during the discussion of the original motion. Special care must be taken over this if the meeting is not to be allowed to become confused. The proposal requires a proposer and seconder before it can be considered by the meeting. The chairman should present an amendment to the meeting, once it has been properly proposed and seconded, in terms such as: 'To the motion before the meeting the following amendment has been duly proposed and seconded, that...' The wording of the amendment then follows and the immediate discussion must be confined to the subject of the amendment. Some bodies permit amendments to be moved to amendments but it is NOT recommended for clubs. If it is allowed it can prolong discussion and make for a complicated passage of business. In practice the proposer of the main amendment may incorporate in it what he considers best in suggestions for further amendments, if he accepts they will improve his proposal. No amendment may be a direct negative to the main motion for this would merely duplicate the need to vote on a particular proposition. An amendment must be disposed of before the meeting can proceed to a further amendment. If an amendment is accepted it becomes part of the original motion; it is then called the substantive motion. Further amendments may be considered in turn until all have been dealt with. Then, discussions may continue on the substantive motion until it is put to the vote. Before the vote on each amendment the chairman should repeat its wording so that there is a clear understanding of the matter on which a vote is being taken.

Similarly the substantive motion should be read out again before the vote. When those 'for' and 'against' in each vote have been counted, the chairman should announce the result. If a large number of people are voting, the President should appoint two 'tellers' to count the votes. The tellers should both count the 'yes'

and 'no' votes. If there is any disagreement the vote MUST be taken again. When an issue is controversial a close vote may be disputed so it is useful to be prepared for a written vote.

One further possible motion is 'That this meeting do now adjourn.' This takes precedence over all other business and may be moved at any time during a meeting. The Chairman should not accept such a motion if he thinks it is being moved with the intention of disrupting the meeting. The decision is made on the vote of the meeting, on a motion proposed and seconded, and without lengthy discussion. Amendments are possible but only to set, limit or extend the period of the adjournment.

The correct conduct of a meeting is not an easy skill to master, but many difficulties can be avoided if the presiding officer follows the procedures set out here. However, even this will not guarantee that meetings are without problems. Some issues will so divide the membership that heated, and sometimes irresolvable, exchanges are inevitable. Nevertheless, a basic knowledge of tried, and accepted, procedures will help ensure that most meetings are managed efficiently.

### Election of Club Officials

The rules of a club should provide the method whereby its officers and committee are elected. Such rules must be strictly adhered to, otherwise the election may be rendered invalid and a fresh ballot has to be taken. What follows should be read and applied subject to anything appearing to the contrary in the club rules—

### Nominations

It is the duty of Secretary to post a nomination sheet on the notice board, which records the names of candidates for the committee or other offices. The nomination sheet must remain displayed for whole period stipulated in club's rules. Day and time when nominations close should be stated on the sheet, even if not definitely fixed by club rules. The

To page 4 ►

### Welcome To YDP Limited

The ACC's recommended supplier for all of your financial management needs



Are you struggling with a mountain of administration problems?

Do you find it difficult to cope with managing your accounts, cash flow, wages and inland revenue reporting?

YDP can assist with Bookkeeping, Payroll, Audit & Accounts, Stocktaking & Consultancy

Call us on 01933 358080 or email [info@ydp.co.uk](mailto:info@ydp.co.uk) to discuss how we can make your life easier

## ◀ From page 3

proposer and the seconder of any candidate should personally sign their names against the candidate they put forward, having previously ascertained that their nominee is willing to stand and serve if elected. A member may be nominated for any number of offices in the club unless the rules provide otherwise; if elected to more than one office, he can select the one he desires to hold. If the rules say that no candidate shall be nominated for more than one office, it is in order for an officer or committee member who is not due to retire to be nominated for another office without first resigning. If unsuccessful, he would retain his present office.

### Qualifications

Candidates for office, nominators and seconders must be either honorary members, life members, or subscribing members who are not in arrears with payment of their subscription before nomination sheet is due to be taken down. Otherwise nominations may be objected. Where a rule provides that a certain period of membership is an essential qualification for office, this must be calculated from the date when the candidate was elected to membership to the last day of nominations. For example, should six months be specified, a person elected to membership on 6 July would first become eligible on 6 January the following year.

### List of Voters

Unless the rules provide otherwise, every member of the club is entitled to vote. It is the duty of the Secretary to prepare a special list of members for this purpose. The list should be handed to scrutineers, together with the precise number of requisite ballot papers if all such members voted.

### Ballot Paper

The ballot paper is compiled from the nomination sheet. In preparing the ballot paper, names of candidates for presidency and other offices are usually typed or printed in separate sections on the same sheet as names of candidates for committee. The different sections are nevertheless distinct, and if one section is spoilt by the voter, it does not invalidate other sections.

Names of all candidates should be set out alphabetically on the ballot paper and in uniform type.

The 'starring' of ballot papers i.e. putting an asterisk (\*) against the names of retiring members seeking re-election or distinguishing them by printing their names in larger or thicker type is irregular.

### Marking the Ballot Paper

If a voter makes some mark other than the customary 'X' against the name of the candidate for whom he wishes to vote, it does not necessarily spoil his paper. The vote is good, if the intention of the voter is clear. Practically the only grounds for the rejection of the paper are—

- Because too many votes have been recorded
- Uncertainty of the voter's intention
- Writing sufficient to identify the voter

If a member spoils a paper he should, on request, be supplied with another, having previously handed back the one spoilt. A member may vote for a fewer number of candidates than there are vacancies—he cannot be compelled to use all his votes—but if he votes for more candidates than there are vacancies, the paper, so far as the particular section is concerned, must be regarded as spoilt.

### Taking the Ballot

Unless the rules contain specific instructions on the matter, committees decide how ballot papers are to be distributed—whether sent to members by post or handed to them on request. Where the former method is adopted and the member returns the paper by post or hand, the envelope containing it should be sealed and marked 'ballot.' It should be addressed to the scrutineers, who must deposit it unopened in the ballot box. Where ballot papers are handed to members, the scrutineers should first make sure from the list received from the Secretary that the member is entitled to vote. When this is done, the member's name should be scored off, thus preventing anyone voting twice.

### Close of Ballot

The ballot must remain open the full time stated in the rules. When it is closed, the scrutineers count the votes recorded. The results, signed by them, together with the marked list of members to whom they have handed ballot papers, and also all unused ballot papers, must be handed by them to the

Chairman at the Annual General Meeting.

### Demand for a Scrutiny

If a majority of the meeting demands a scrutiny, the box containing all the ballot papers should be sealed by the Chairman and arrangements made for a recount in the presence of the scrutineers. Once it has

been declared and accepted, a ballot stands no matter what discrepancies a subsequent examination of the papers may reveal. Prior to the signed statement being handed to the Chairman by the scrutineers, a system of checking and double checking should be carried out to ensure absolute accuracy in the matter of the votes recorded.

## Duties of Club Officials

After the AGM there may well be Members who are holding new positions or have been elected to the Committee for the first time. We hope the following guide will help new and existing Committee Members and Officers with their role.

Only those prepared to carry out the duties of any club, faithfully and fully, should accept nominations. Elected officers, who include members of the committee, are individually and collectively responsible for seeing that the law of the land and rules of the club are observed. Their position is one of trust and authority and should be regarded as such. The rules of a club should specify the duties attached to each office.

### The President

He should identify himself actively with the club and its affairs and be more than a figure-head. He should also preside ex officio over all meetings (other than committee meetings).

### The Chairman

Clubs can be very successful when they have a body of enthusiastic and dedicated members, for the membership is the heart of a club and at the head of a club, the Chairman often holds the key to success.

The importance of a hard working Chairman, together with the Secretary, is paramount. If such a duo also has the support of a hard-working and harmonious committee, then the club will be doubly blessed.

The records of clubs show that many have enjoyed the benefits of devoted Chairmen and Secretaries, without whom the facilities enjoyed by their members would not exist. Therefore, it may be recognised that an important duty of the members is to choose an able and reliable man or woman to represent the club as Chairman.

The Chairman presides ex officio over all committee meetings and, in the absence of the President, those of the club. He should be thoroughly familiar with the rules of the club and the procedures which govern club meetings. He must, at all times, endeavour to maintain the dignity of his office and, by precept and example, the reputation of the club. The Chairman should not be afraid to exercise his authority, quietly and tactfully, when occasion arises. He should work in the closest co-operation with the Secretary in assuring that all legal and other club obligations are carried out.

Chairmen may be elected directly i.e. by the members in a general meeting or, if the rules provide, indirectly by the committee from among their own number. In the latter case, as the members will have elected all the members of the committee, they will have already signified their confidence in the person who becomes Chairman.

On assuming the responsibilities of the post, the first obligation of a new Chairman is to become familiar with the duties it entails. It would be impossible to describe every situation and problem that might confront a Chairman, which is why the Chairman needs to maintain a cheerful and dignified presence, and to act with tact and fairness at all times.

The Chairman presides over committee meetings and, consequently, will be instrumental in securing the smooth running of the club and the competent conduct of business. Committee meetings have to be held at least once a month in order to settle club policy, and to make decisions affecting the operations of the club and its development. The Chairman's handling of these meetings will determine, above all, how committee members

# CLUB LAW AND MANAGEMENT

retain their commitment and interest in serving their club.

The Chairman is the vital link in creating an atmosphere that is indispensable to a successful club. If the Chairman fails, it is possible that one of two trends, or both, will become apparent. There may be a lack of interest among members generally, or difficulties may be experienced in obtaining nominations to fill vacancies occurring on the committee.

Most members learn the art of conducting meetings and running the club, and also develop the confidence to address a wide audience at general meetings, by working within the committee. An efficient Chairman, who holds the trust of colleagues, will do much to secure the continued success and development of the club. It is up to the Chairman to weld the diverse characters that form a committee into a working unit.

The Chairman will be assisted in his duties if there is a code of standing orders which the committee members themselves have accepted and agreed upon for the proper conduct of their affairs. In conjunction with the Secretary, the Chairman is responsible for arranging the agenda and the priorities of the committee. A carefully prepared agenda will help to ensure that business may be dealt with quickly. As long as all essential business is catered for and all correspondence considered, their choice of priorities is unlikely to cause dissension within the committee.

If an agenda cannot be completed in time, it is better that the committee should agree to adjourn to a later date to conclude the outstanding business. The Chairman and Secretary should not take it upon themselves to omit items from the agenda in order to shorten the meeting. It is for the committee to decide what they will consider for the business is theirs and needs to be dealt with. The authority of the committee should never be usurped. However, a good Chairman will be able to influence them towards wise decisions.

Patience and the avoidance of argument are the best instruments for the smooth conduct of meetings. It should go without saying that the Chairman must conduct meetings in accordance with club rules, standing orders

and recognised rules of procedure. This may not guarantee totally trouble-free meetings in all circumstances, but it will prevent most problems from occurring. If the occasion does occur when disorderliness develops, and the Chairman believes business cannot be satisfactorily concluded, the meeting may be adjourned to another date.

In addition, a Chairman should remember that a committee never performs the tasks which are specifically allotted to individual officers or the steward. Not only is this likely to be both confusing and a waste of the committee's time, it can be irritating and frustrating for an intelligent body of people who have given their time to committee work to find they are also engaged in trying to perform duties specifically allocated elsewhere. Similarly, neither the officers nor employees should be allowed to take decisions that are the prerogative of the committee collectively.

The Chairman will fulfil the duties of chairmanship by adopting a conciliatory attitude and try to avoid riding roughshod over even the most awkward participant from the floor. A cheerful, firm, tactful and judicious person will avoid most of the possible pitfalls of chairmanship and earn grateful thanks from the membership.

## Trustees

The dictionary definition of the word 'trustee' sums up what is expected of such an office holder. The definition says, simply, 'one who is trusted or to whom something is entrusted.' It adds that the definition in law is 'one to whom property is entrusted for the benefit of another; one of

a number of persons appointed to manage the affairs of an institution.' Even on that basis it is clearly not a task that should be undertaken lightly. It is not an office held just for the honour itself, although many justifiably regard it as an honour bestowed by the club.

Trustees must be eighteen years of age or over and elected by members of the club at a General Meeting. They are usually ex officio members of the club committee by virtue of their office. Trustees attend meetings and are subject to the decisions of the committee. Neither the Secretary nor Treasurer of a club should hold the office of trustee.

Generally speaking, trustees are appointed 'at the pleasure of the club' which, in ordinary language, means until resignation, removal or death. It is possible for the club rules to provide for a fixed term of years. Rules should state the method of election or appointment of trustees and how the tenure of office is terminable subject to any separate deeds. On the election of a new trustee, a Deed of Appointment must always be made and conveyances up-dated. The committee must see to it that the club's lawyers are involved in the appointment of the elected trustee to his office so that the essential legal formalities are carried out. The lawyers, too, must be involved when a trustee is 'discharged' at the end of his or her term, or when death, in office, occurs.

It is very important that club trustees gain an understanding of their position. It is essential for trustees to appreciate fully, what they are called upon to do, what they do and why they are doing it so that they do not, through

inadvertence, become personally liable. They must remember at all times that they are acting on behalf of the club.

Legal proceedings are taken in the name of the trustees on behalf of or against the club, unless its rules specify some other person. Orders obtained against trustees do not lie against the property and possessions owned personally by the trustees but against the assets of the club. This is the case providing they are suitably indemnified, which should be in the club's rules, and they have been appointed properly by Deed of Appointment. In other words, trustees' personal effects are not at risk if they are involved in legal proceedings on behalf of the club so long as they have acted strictly within the club rules. If they have knowingly allowed the club funds to be used for objects not authorised by the rules, they become personally liable.

All leases and agreements of the club should be in the names of the trustees and no documents should be signed by them until they are satisfied they are acting on behalf of the club. Clubs must seek advice when any documents are to be signed that involve the future of the club, its property, or its finances no matter who is the other party involved. It is vital that such documents and anything similar should be examined and approved by the club's legal advisers before signature. The club might well have to pay a fee for expert advice, but the peace of mind which it can bring will be well worth the expenditure.

Trustees must pay particular attention to the use of club funds, and must always ensure that no moneys of the club are spent contrary to law or the club rules, or for purposes not connected with the club or its objects. Proceedings against any person or persons, for fraud or misappropriation, are instituted in the names of the trustees. Two of the duties of trustees which are generally well known are that they are the people, when things have gone badly wrong, who sue on behalf of the club and those who are sued as representatives of the club.

For generations in the club movement, the appointment to the position of trustee has been seen as the very peak of achievement. Trustees are chosen from members who have served

To page 6 ►

## Computer Software Membership Administration Programme Full System Package £20

Records and prints Members' contact details  
Membership grades, renewal reminders,  
Membership cards and lists fees paid.  
Records I.A. Tickets, Shares, Loans and Party Payments.  
Records room bookings, prints invoices and address labels.

Simple to use. Compatible with MS Windows XP, Vista and Windows 7.

To order go to [www.toryclubs.co.uk](http://www.toryclubs.co.uk)



## ◀ From page 5

their club well and faithfully and sometimes the appointment is seen as a 'reward' for their fidelity and long service. That however must not be the sole consideration.

It goes without saying that anyone being considered for the position of trustee must be a person of integrity, held in high regard and be ready to play a full part in the life of the club. Older members will bring the benefit of a lifetime of experience in the club and the outside world to the office. However, the case for the appointment of a younger person who can build up the knowledge required while working alongside an older trustee should not be dismissed. Whatever the age of the trustee, clubs should bear in mind, and have faith in, his or her judgement, integrity, and continuing devotion to the interests of club members. At all times trustees have to ensure that whatever they do is in strict accordance with the rules of the club and, in accordance with the law of the land.

Another very important point is to ensure that a club is never left with only one trustee. The number of trustees set out in the club's rules should be maintained at all times. This is necessary because if the one remaining trustee dies, then the 'statutory vesting' of the club's property passes to his executors or administrators. It is important to remember this procedure, as failure to follow it could lead to difficulties which, in turn, could lead to a costly legal process to resolve.

If the need arises to remove a trustee from office, a Special General Meeting should be summoned in the manner laid down in the club rules. The rules should also state by what majority such action can be taken. Remember, a vacancy created in this way must be filled—and the appointment made in the correct manner—without delay.

## The Treasurer

The Treasurer is responsible for seeing that all moneys, whether received by himself, the Secretary, the steward or any other official or employee are duly banked. He is to ensure that all debts of the club are paid as directed by the committee and that cheques are signed by himself and one, or more, members of the Finance Committee, then countersigned

by the Secretary. It is his duty to produce the Paying-in Book, Bank Statement, Daily Takings Book etc. at every meeting of the committee, or whenever required.

## The Secretary

It is the duty of the Secretary to keep the books, documents and papers of the club in proper order and carefully filed. He must summon and attend all meetings and take Minutes of the proceedings. Other responsibilities may be summarised—

- Keep the register of members up to date, with record of last payment of subscriptions
- See that the names, addresses and occupations of candidates for membership are duly displayed on the club notice board for the period stipulated in the rules
- Issue notices of default to members in arrears and see that names are removed from the register if subscriptions are not paid within the period stated in the rules
- Post all notices in connection with General or Special General Meetings
- Check nominations of candidates for office and allow none to go forward which are not in order
- Comply with the requirements of the Licensing Act 2003
- Comply with the requirements of the National Insurance Acts, Statutory Sick Pay and see that all paid employees are insured
- See that the club is insured against liability at Common Law, for accidents occurring to club employees, and also against fire and burglary

The duties imposed on a club's Secretary make the person undertaking this office the linchpin in the conduct of club affairs. Unless the Secretary is truly competent, a club will find that it is unable to operate effectively and in accordance with the increasingly complex legislation affecting clubs. The Secretary acts under the superintendence, control and direction of the committee of management and is responsible for seeing that the decisions of the committee are conveyed to the proper quarter.

The position of Secretary requires not only considerable administrative skills, but must also fulfil the vital role of providing

liaison between the membership and the committee. The Secretary's basic functions are to ensure that the club's clerical and organising activities are carried out, to see that all subscriptions are collected and that correspondence is dealt with.

A competent Secretary should be thoroughly familiar with the rules of his club, so that he can advise authoritatively when necessary. He should possess an intimate knowledge of the Licensing Act in so far as it applies to clubs. He is the official primarily held responsible in law for seeing that its provisions are complied with. The Secretary might be made a party to any proceedings instigated against the club for any breach of the requirements of the Licensing Act. Therefore, the Secretary must be conversant with the demands of licensing and gaming laws and of registration and other statutory duties under the Licensing, Friendly Societies, and Industrial and Provident Societies Acts. Failure to meet some of these requirements will cause the Secretary to be held personally liable. A plea that it was committed without his knowledge and connivance would be a good defence to any proceedings taken against him personally, if it could be established.

Before considering the possibilities surrounding the choice of Secretary, it must be reiterated that the Secretary, like the Chairman, requires qualities of integrity and impartiality and must be capable of commanding the respect of members. He should be a good mixer who does not yield to the influences of pressure groups or factions within the club, and is not suspected of favouritism. Again, he must always be aware that he is responsible to the committee and the members for his actions, and that his decisions must reflect the policies of the committee.

The choice of Secretary is governed by the rules and the period of tenure is determined by them. They should be sufficiently flexible to enable members either to elect or to appoint a Secretary, depending on their view of the post's requirements. Rules should include a provision for clubs to choose between electing a member from their own ranks, or to appoint some other person. Among the many reasons for members preferring an elected Secretary is that they may feel it

possible for him to cope with the work entailed on a part-time basis. Certainly, the volume of work falling to the Secretary will be a fundamental pointer in deciding whether the post should be filled by election or appointment.

If the club chooses to elect a secretary, then the election takes place in exactly the same way as for any other officer. If elected, the Secretary remains a member of the club. He will be entitled to propose or second motions, and to speak and vote both in committee and in General Meetings just like any other officer or club member.

Larger clubs may consider that the demands placed on their Secretary are beyond the capacity of a voluntary officer. The appointment of a Secretary is not normally made by members in general. The committee makes such appointments just as they appoint other employees of the club. Applicants may come from within the membership or from outside. Therefore, the rules customarily provide that where an appointed Secretary is to be preferred, the committee will carry out the appointment. In this position he is an officer without power, except as delegated by the committee.

## Committee

It is the duty of the committee to attend their meetings regularly. The committee conduct the general business of the club; are responsible for its management and control, and for seeing that the rules are duly observed. Acting in a quasi judicial capacity they are empowered—subject to what the rules say—to suspend or expel offending members, having first given them an opportunity of being heard in self-defence. The appointment, control and dismissal of all club employees rest solely in the hands of the committee.

The committee is responsible for checking books kept by the Treasurer or Secretary and seeing that all takings have been duly paid into the bank. They should examine the Order Book and be satisfied that only goods authorised by them have been purchased and that accounts submitted for payment have been duly checked and verified with the Goods Received Book kept by the Steward. The committee, realising their position of trust and authority, should rigidly observe the rules of the club, thus setting an example to the members.

# Questions and Answers

**Q** At our club's recent Annual General Meeting, some members asked why the item 'Any Other Business' was not on the agenda. Unfortunately, whilst I have never included this item, I was unable to give a reason which they found acceptable. What is your view?

**A** The item 'Any Other Business' is totally out of place on the agenda of a General Meeting for the simple reason that it gives no information or notification to members of matters which may be brought up and dealt with. The sole purpose of an agenda is to inform members of what is to be discussed, thereby giving an opportunity to decide on whether to attend the meeting. 'Any Other Business' would permit any matter to be raised and voted on without proper notification.

I often advise clubs to conduct an 'open forum' after the meeting has closed since this provides an opportunity for members to raise matters with the committee, without the outcome of such discussion being binding upon the club. Should any member have any particular matter of concern then he or she should raise it with the Secretary for inclusion on the agenda as a specific item in accordance with the procedure set out in the club's rules.

**Q** Can you tell us how spending decisions should be authorised? Does everything have to go through a Committee vote or can some spending decisions be unilaterally made?

**A** The simple answer is that all spending decisions should be authorised through a Committee vote. This is not to say that every decision to spend money has to be subject to a vote, usually there will be limits placed so that any expenditure over a certain amount (either individual expenditure, or cumulative expenditure over a period of time) has to revert to the Committee for a yes/no decision. The Committee should be in charge of setting spending limits that can be authorised by approved Committee Members

without the need for a formal Committee vote. Clearly there are some spending authorisations which are unlikely to need specific Committee approval each time – paying rates, electricity, purchasing cleaning supplies, re-ordering bar supplies etc. The Committee should decide in advance what spending decisions need to be authorised in advance by the Committee and what can be taken unilaterally by authorised persons and the Committee simply informed of at the next regular meeting.

**Q** Our club rules state that guests may only enter the club two times per month. Are we therefore in breach of our own rules and not the law by allowing an individual to use the club more than twice?

**A** If you are currently allowing guests into the club more than twice a month you are not in breach of the Licensing Act 2003 but you are in breach of your rules. The club should either enforce its current rules or modify them to give the club more flexibility on these matters.

The law therefore allows the club far greater flexibility on guests and their attendance than your own club rules currently allow.

**Q** We wish to plan an Open Day for the club in an effort to encourage new members into the club. We intend to open on a Saturday morning from 11am to 1pm to allow potential members to call into the club for a coffee, view our facilities and get to know the benefits of becoming a member. How can we legally invite these people in without signing them in as members' guests?

**A** I confirm that such an event would be possible if the club applied for and obtained a Temporary Event Notice.

Whilst some open days can be successful this will only happen if the members are prepared to become involved. However, I think it is important for clubs to actively promote their roles as part of their local communities.

## Chelmsford Conservative Club Aims to Save Signal Box

The Chelmsford Conservative Club, Essex, through its President, Geoff Swaine, has put forward an offer to the Chelmsford City Conservation Office, to try and save the historic signal box above the roofline at the Chelmsford railway station.

The historic construction, built in 1874 is now beginning to decay very quickly. An officer came back to Geoff and was very keen to try to offer a plan to save the building. Between the parties a plan was formulated which has been put forward to Network Rail who own the site. With feelings now growing through

the city, a positive outcome is expected. The basis of a new sign for the signal box is pictured and Chelmsford Woodworking Shed have got involved and will produce a new sign which hopefully will adorn the front of the refurbished signal box in the not too distant future. Much planning will have to be done, with not forgetting, a good amount of fund raising.

The Club's Committee is confident that with the support of the Club's Members they will be able to fundraise for the new signal box and the ACC wishes them success in this endeavour.



Geoff and Club Secretary Angie Jones are holding the new sign for the signal box.



Steam locomotive No. 70013 Oliver Cromwell passes through Chelmsford station with a steam special on the 22 February 2018. Bound for Norwich, the train passes the historic signal box above the roofline at the station.

Photo: G Swaine.



# Industry Insights

**Industry Insights aims to provide a whirlwind tour of who's doing what in the club sector, from latest launches and new products to business acquisitions and market research into the hospitality sector at large.**

## Alcohol-free beer Heineken® 0.0 rolls out on draught

Heineken® 0.0 is set to hit club bars in 2022 after a successful 12-week summer trial across the Midlands and the North of England.

**H**eineken® 0.0 is being rolled out to the on-trade and is the first alcohol-free draught beer that can use the existing cellar set-up and sit alongside regular beer taps, says the brewer.

The no and low alcohol sector is currently worth £94m (0.6% share of total Beer and Cider) in the UK and £8m in Scotland. This is expected to increase alongside increased interest in moderation of drinking, abstaining – temporarily or for the long-term – and drinking more mindfully.

**Willem Van Waesberghe, HEINEKEN Global Master Brewer said:** "I'm incredibly proud of what we've achieved here. Once again we're leading the way when it comes to innovating and moving the beer category forward. Without a doubt, the best way to enjoy a beer is a freshly poured pint, and Heineken® 0.0 draught is going to play a big part in changing the way people drink."

"The draught beer tastes great. It's the distinctive famous Heineken® flavour, and it has all the sensory aspects beer drinkers look for – a mouth-watering aroma, bright white head and lively carbonation."

**James Crampton, Corporate Affairs Director for Heineken UK, said:** "This move aligns with our 'Always a Choice' promise. It's all about providing A choice at the point of purchase and normalising the experience. In light of people's evolving lifestyles and changes to their relationships with alcohol, we've done a lot to forward no and low alcohol beer in recent years. We launched Heineken® 0.0 in bottles and cans in 2017 and followed it up with



Heineken® 0.0 Draught on the counter-top BLADE system in 2019. Both were great innovations and are great products, but this is different, this is a game-changer. Heineken® 0.0 draught brings no and low alcohol beer from the periphery into the mainstream. We're confident it will, over time, change

[the on-trade] to accommodate more occasions. And by that, I mean it won't be unusual for people to pop down to their local for an alcohol-free pint or two. That might sound strange now, but we're confident in the very near future it'll become the norm."

• <https://direct.heineken.co.uk>

## World's best selling classic cocktail

**T**he Negroni has overtaken longstanding favourite, the Old Fashioned, as the 'World's Best Selling Classic Cocktail'.

The accolade from Drinks International was awarded after its annual review revealed that over a quarter of their respondents said that the Negroni was their number one classic cocktail, and over half saying it was among their top-two serves.

CAMPARI has also retained the title of 'Bestselling Brand' in the liqueur category for the seventh year running.

### NEGRONI

#### Ingredients

- 25ml CAMPARI
- 25ml Gin
- 25ml Red Vermouth
- 1 slice of orange

1. Pour the ingredients directly into a rocks glass filled with ice.
2. Stir and garnish with a slice of orange or twist of orange peel.

• [www.campari.com](http://www.campari.com)





## Advice on alcohol-free and lower strength drinks

**T**he boom in alcohol-free and lower strength drinks will be helping members to achieve New Year resolutions to cut back on alcohol. But how knowledgeable is the team when it comes to offering advice on the best choices available? **Adam Jones, Drinkaware's business development and partnerships director shares some guidance:**

For many of us, New Year represents a chance to set new goals or improve our health and wellbeing. I have been delighted to see the on-trade stocking a wider range of alcohol-free or lower strength drinks than ever before, something that can directly appeal to customers looking to cut down in 2022. We know from our research however that the terminology around alcohol-free and lower strength drinks isn't always well understood. That is just one place where Drinkaware's guidance can help.

### Definitions and terminology

Our 2021 Monitor report showed people had a poor understanding of alcohol-free and lower strength drinks. Only 5.1% of our 9,137 participants were able to correctly identify what the labels of 'alcohol-free' and 'low strength' drinks mean in terms of ABV. To help clear things up:

- For drinks produced in the UK, low alcohol drinks refer to those which have an ABV (alcoholic strength by volume) of between 0.05 and 1.2%.
- Drinks classified as alcohol-free may contain a small amount of alcohol but only at a strength of 0.05% or less.
- Reduced or lower strength drinks have an alcohol content lower than the average strength of a particular type of drink – wine with an ABV strength of 5.5%, is a reduced alcohol wine, as opposed to a low alcohol wine.

The terms low and no are often used together but represent quite different products. Drinkaware there-

fore recommends using low alcohol, lower strength or alcohol-free descriptions to help consumers make the most informed decisions about their drinking.

Definitions can also vary across different countries, so with many products being imported into the UK from overseas it is useful to always double check the ABV before advising customers.

### Suitability for anyone who cannot drink alcohol

Low alcohol and alcohol-free drinks may still contain a small amount of alcohol and are therefore not appropriate for anyone who is avoiding alcohol completely.

### Health

Substituting low alcohol, lower strength and alcohol-free drinks for higher ABV products can help customers reduce the amount of alcohol they drink and keep to the UK Chief Medical Officers' low-risk drinking guidelines, which can bring many important health benefits. But these products may also contain more calories than the traditional higher strength drinks, so it's worth remembering they cannot always be described as 'healthier' or 'healthy choices'.

### Drinking lower strength and alcohol-free drinks can help prevent alcohol harm when used instead of traditional, higher strength drinks

Drinking low alcohol and alcohol-free products can help people reduce their alcohol intake, providing a valuable moderation tool. However, the technique only works when used as substitution for higher strength alcoholic alternatives. Consuming low alcohol or alcohol-free drinks in addition to usual drinking, won't see drinkers gain the benefits associated with reducing their alcohol intake.

• [www.drinkaware.co.uk](http://www.drinkaware.co.uk)

## Clubs urged to trial more alcohol-free drink options

**W**ise Bartrader is providing support for on-trade venues wanting to trial or expand their alcohol-free drinks offerings.

The company, founded by sector specialist Tom Ward, is the wholesale arm of the alcohol-free consumer e-store Wise Bartender which stocks the world's largest range of alcohol-free drinks, according to the company, with over 450 SKUs listed.

"We have seen incredible growth through the consumer-facing e-store Wise Bartender since its formation in 2017 driven by an increasingly diverse choice and changing customer demand," said Tom Ward. "But this trend for alcohol-free drinks hasn't always been replicated in on-trade sales, largely because of availability. In many instances operators aren't sure whether the low-alcohol and alcohol-free sector provides a realistic trading opportunity for them and are unwilling to commit investment into an untested market."

"Wise Bartrader is the UK's first dedicated alcohol-

free online trade store and is designed to provide a one-stop facility to help overcome these barriers. Our support will give on-trade owners and managers the opportunity to trial certain ranges or individual alcohol-free drinks in small batches without the outlay or obligation that has been required up until now."

Through Wise Bartrader, operators have the chance to stock small quantities of different alcohol-free drinks to diversify and expand their drinks offer to test the market and compete with staying in during the darker evenings at the beginning of the year.

"There is no minimum order quantity or spend so we can offer flexible support for any on-trade retailer who is keen to trial a new or revamped alcohol-free drinks range this January. Put very simply, responding to the growing number of people looking for alternatives to alcohol will make them feel included and welcome in venue and boost trade," said Ward.

• [https://wisebartender.co.uk](http://https://wisebartender.co.uk)



### Non-alcoholic spirit from Bacardi

**B**acardi has launched non-alcoholic spirit, Palette. The two variants, Palette Roots and Palette Bold, have natural flavours using botanicals that include juniper berries, nutmeg, cinnamon, gentian root and ginger.

"We're calling time on sweet, tasteless 'mocktails,'" said Marine Rozenfeld, Innovation Development Lead for Bacardi Europe, Australia & New Zealand. "With the launch of Palette coming hot on the heels of our new Martini Non-Alcoholic Aperitivo with its groundbreaking quality and taste, we are definitely taking mindful drinking to new heights."

Palette is currently available in London.

• [www.bacardi.com](http://www.bacardi.com)

### Kopparberg launches alcohol-free Mixed Fruit Tropical

**F**ollowing the success of its 4% ABV Mixed Fruit Tropical cider launch last Summer, the Swedish fruit cider maker Kopparberg has now produced an alcohol-free variant in cans.

"New Year, new great flavour. All the fun, just without the alcohol. Our alcohol-free Mixed Fruit Tropical is not one to be missed," says the company.

The new brew joins the alcohol-free cider range of Blueberry & Lime, Strawberry & Lime, Mixed Fruit and Pear, as well as Kopparberg's no-alcohol Gin & Lemonade, Strawberry & Lime.

• [https://kopparberg.com](http://https://kopparberg.com)



### Little bottle, big on taste

**A**dnams' latest launch might look small, but is mighty in flavour. "It's a gin for making a low alcohol G&T, but it's actually packed with 10 times the botanicals for big gin flavour," says the company. "It's distilled in the same way as all Adnams gins, but we increase the intensity of its six-ingredient recipe of juniper, sweet orange peel, hibiscus flower, coriander seed, cardamom pods and orris root."

Add 2.5ml (or half-a-teaspoon) of Smidgin to 200ml of tonic for a full-flavoured gin experience for just 0.6% ABV. There are 80 servings in each 200ml bottle.

• [www.adnams.co.uk](http://www.adnams.co.uk)



## Poor festive trading sees cash reserves depleted

New data from UKHospitality and CGA shows sales in the on-trade were down 60% on Christmas Day, 31% on Boxing Day and 27% on New Year's Eve, compared to 2019\*.

What would traditionally be a bumper sales period for thousands of hospitality businesses is likely to be remembered as a lost chance to rebuild crucial cash reserves in the sector.

Based on a separate industry survey, the wider hospitality sector will have seen a 40% drop in sales overall for the month versus the same period in 2019 – the last 'normal' Christmas before the onset of the Covid-19 pandemic.

Venues in Scotland and Wales were hit even worse in the week leading up to New Year, where more stringent restrictions were in place. The sector in Wales performed twice as badly as England, and in Scotland 2.5 times worse, in the week ending 1 January, 2022.

Overall, says UKHospitality, the findings demonstrate how the industry's fight to recover from the pandemic has been severely hampered by Omicron. In the weeks prior to the new variant emerging, average sales had been recovering steadily through the autumn and were close to pre-pandemic levels (98%).

**Commenting, UKHospitality CEO Kate**



**Nicholls, said:** "These sales drops versus 2019, and also against our members' projections before the onset of the new Omicron variant, will have taken most businesses from healthy trading for the month to painful losses, delaying the sector's recovery and extending hospitality's long covid. Cash reserves are severely depleted, and some businesses will struggle to survive the first quarter of 2022."

Companies operating groups or 'chains' of pubs or restaurants fared slightly better than independents, according to the CGA Managed Volume Pool (based on sales from 5,500 pubs, bars and restaurants, operated by multiple-site businesses). These venues saw sales fall a third in the week up to Christmas and by around a fifth in the week up to New Year.

• [www.ukhospitality.org.uk](http://www.ukhospitality.org.uk)

## Global achievements for Irish whiskey sector

The Irish Whiskey Association has expanded international trade opportunities and protections for the Irish whiskey industry in 2021 according to a report from the representative body's for the Irish whiskey industry.

Following a 4% dip in global sales in 2020 (primarily because of the collapse on sales in travel retail), the sector has seen a strong double-digit percentage rebound, setting a new all-time high for global Irish whiskey sales.



Positive developments have included the ending of tariffs on Irish whiskey in the US and Nigeria, and

reduction in levies in Canada. In addition, 90% of Irish whiskey global sales are now subject to legal protection.

**William Lavelle, Head of the Irish Whiskey Association, said:** "Our vision is to secure the position of Irish whiskey as one of the world's leading spirit categories, built on a vibrant and sustainable industry. To deliver on this vision, we aspire for the Irish Whiskey Association to be the most effective and dynamic spirits category association in the world."

• [www.irishwhiskeyassociation.ie](http://www.irishwhiskeyassociation.ie)

## Budweiser Budvar UK – building on UK's record sales

Budweiser Budvar UK plans to build on record 2021 sales, further strengthening UK's affinity with the authentic Czech lager.

The national brewery of the Czech Republic saw a 38% volume increase in 2021 in the UK. Total volumes, across both the off-trade and on-trade for Budweiser Budvar were 80,000 HL, the equivalent of 16 million 500ml bottles of Budvar.

**Jitka Vičková, managing director of Budweiser Budvar UK, said:** "For an ever-increasing number of craft beer drinkers, Budweiser Budvar is the first choice when it comes to full flavoured, authentically lagged Czech beer. Our increased UK distribution means we're reaching more consumers than ever."

The record 2021 performance built on 2020's brand refresh for Budvar, which aimed to put the focus on the lager's quality and heritage as well as proclaiming its status as the flagship of 'the Republic of Beer'.



Last year Budweiser Budvar was the third fastest growing World Lager in supermarkets, and on-trade sales also made a strong Covid-19

recovery once venues reopened in April 2021.

Vičková said: "As one of 10 million Czech citizens, I'm very proud to be a co-owner of the Budweiser Budvar brand. UK consumers increasingly appreciate the quality, authenticity and, above all, the flavour of Budvar."

"During 2022 we plan to support the recovery of the UK on-trade with targeted marketing and brand support. Our distinctive marketing will continue to focus on our individuality, and the brand's unique proposition."

Budvar Original is available in bottles and cans in both 500ml and 330ml packs, and is also available on draught as well as via brewery-fresh tank lager in selected outlets.

• [www.budweiserbudvar.com](http://www.budweiserbudvar.com)



## Promotions a key driver for young consumers when eating out

A new report from data and digital experts TWC confirms that promotions are an important driver for meals out, to keep costs down, particularly for younger consumers.

The TWC *Savvy Shopping* report evidences the much talked about 'K' shaped economic recovery, with 4 in 10 shoppers agreeing they are struggling to make ends meet financially. Younger shoppers, particularly Millennials (aged 25-44) were most likely to agree with this statement, which is a challenge for the hospitality industry with this cohort eating out more than older age groups.

Promotions came out as the top driver for outlet choice across all age groups (38% agreement), but was particularly high amongst younger consumers, aligning to the greater likelihood of finances being under pressure for these consumers.

**Sarah Coleman, Communications Director at TWC comments:** "Consumer demand for promotions isn't going to go away with looming high inflation so operators need to ensure that there is a clear benefit from running any deal, whether that is to drive footfall, increase transaction spend or collect customers' details. Our research showed that over half of UK adults are happy for businesses to collect data about their spending and purchasing habits in exchange for better personalisation of offers. This is particularly true of younger consumers, with two-thirds of 18-34-year-olds agreeing with this statement."

The report also highlighted the importance of reviews when looking for hospitality venues. Again, this was particularly important to younger consumers. Coleman explains: "This also came through in TWC Trends Online Explosion (<https://twc-group.net/twc-trends-autumn-edition-2021-part-2/>), which showed reviews and ratings from other customers as an online ordering 'must have'. This data



suggests that the importance of reviews is not limited to the online world but is an important consideration for physical venue selection too."

Other criteria determining venue choice included looking for healthy or healthier options, child-friendly hospitality venues, availability of plant based/meat-free alternatives and the opportunity to try new food types or genres.

Around one in five consumers said they are happy to spend a bit more on meals out compared to pre-pandemic. This was highest amongst Gen Z (consumers aged 18-24) at 30%.

Coleman explains: "Whilst 37% of this cohort say they are struggling financially, it seems that others are wanting to make up for lost time and are therefore prioritising socialising within their spending."

This research on "*Savvy shopping: Balancing value as well as premiumisation to meet divergent consumer needs*" is the third in a series of new mini reports from TWC Trends. The TWC Trends Autumn Edition 2021 series is based on the views and sentiments of over 1,000 consumers across the UK. The research took place between 5-8 November 2021.

• <https://twcgroup.net>

## Clubs onside with sustainability scheme

HEINEKEN UK, Manchester City and Tottenham Hotspur have launched a #NoPlasticFansHere campaign which aims to inspire fans, clubs and



the on trade to join the sustainability journey.

To commemorate the launch, sculptor Sarah Turner was commissioned to create two life sized plastic fans sculptures made entirely of reclaimed recyclable plastic waste.

In 2021 HEINEKEN UK made the decision to remove supply of all single-use plastic bottles to its on-trade network, with an estimated saving of 6 million PET bottles per year. The company is now offering more sustainable cups for all on trade outlets. The reusable rental cup model features cups that can be used 500+ times before being recycled. Each reusable cup uses significantly fewer materials and lower energy consumption during its lifetime than producing the equivalent number of single use cups. HEINEKEN's paper cup option can be recycled, are biodegradable, repulpable and compostable.

• <https://direct.heineken.co.uk>

## DIARY DATES

### February:

#### Paris wine shows



Wine Paris & Vinexpo Paris takes place between 14 to 16 February 2022 at Paris Expo Porte de Versailles. The annual event for wine and spirits professionals aims to offer a cohesive focal point for industry players centring on an inclusive range of products that showcases French wine regions as well as vineyard sites across the globe. A valid health pass (or vaccination pass depending on current regulations) will be required for accessing the event along with mandatory face coverings.

• [www.wineparis-vinexpo.com](http://www.wineparis-vinexpo.com)

### April:

#### CAMRA Members' Weekend

CAMRA holds its annual Members' Weekend, AGM & Conference annually in April (details to be confirmed). While the primary purpose is to debate motions to steer the Campaign and to elect the Campaign's new board of directors, Members' Weekend is also a chance for CAMRA members to socialise.

• [www.camra.org](http://www.camra.org)

### May:

#### The Real Wine Fair

The Real Wine Fair takes place in London on May 22-23, with Monday 23 for Trade and press only. Described as 'a celebration of the labour, craft and skill of small, independent vine growers', the Fair aims to showcase some of the world's most talented artisan vigneron and to illustrate the diversity and personality of naturally-made wines. PLUS: guest speakers, seminars, masterclasses and street food stalls.

• <https://therealwinefair.com/>

### November :

#### Club Business 2022

Part of the Festival of Clubs, Club Business 2022 is an informal, free trade show where visitors and exhibitors work together to ensure the best possible products, promotions and strategies for running a successful club. Plus: Beer Festival, Speakers, Awards and free Raceday for attendees.

• [www.festivalofclubs.com](http://www.festivalofclubs.com)



# Refurbishment at Sidmouth Com

KandM Club Refurbishment were contacted in April 2021 by Mrs Diane Birch OBE, the new Secretary of the Sidmouth Conservative Club, to discuss the refurbishment of the Club's front bar and President's Room. The Club, having very much missed the previous Christmas period due to Covid, wanted to have the refurbished room finished in readiness for the members to enjoy during the

highly anticipated Christmas Holiday.

Together with a number of local and national Contractors, KandM were asked to prepare a detailed design and quotation for the area to be refurbished.

Following a presentation, the Furnishings and Lighting project was awarded to KandM, with Kelly Woodward, Design Director, also offering to assist the Club with a colour scheme



Left to right: Sheila Lewis and Joan Petts



Before

## The Completed Refurbishment.

redecorations which were undertaken by a trusted local contractor.

The works were programmed and completed for the festive period, with the refurbished room proving very favourable with the membership, including ninety five year old Joan Petts and eighty eight year old Sheila

Lewis who both commented that "the new furnishings and fittings were a vast improvement on the previous ones"

On completion, Mike Godfrey, Project Director of KandM Club Refurbishment, thanked the Committee for being a superb client and wished the Club every success for the future.



After



# Conservative Club



## Special Discount for ACC Members

Refurbishment . Contract Furniture . Bespoke Bar Design

01454 299844 or 07718 782749

info@kandmclubrefurbishment.co.uk [www.kandmclubrefurbishment.co.uk](http://www.kandmclubrefurbishment.co.uk)

**KandM**  
CLUB REFURBISHMENT LTD



PROUD PARTNER



## OUR PEOPLE, PROTECTING YOUR CLUB.

Few brokers understand social & political clubs like Club Insure. We don't protect clubs like yours because you're another policy on the bottom line. **We do it because we're passionate about what you do.** To other brokers you might just be a premium. To us you're a person, and we care about getting the best for your club.

Our award-winning team have been offering industry leading personal service to clubs like yours for over 20 years. Fighting for the best outcomes to ensure you get competitive premiums and unparalleled service & support.

So join Conservative Clubs like yours across the country and benefit from:

- Personal reviews with our award winning team
- In-house claims team for faster settlements
- Health & Safety and Risk Management services
- Competitive finance packages
- A-rated UK insurers
- Truly independent British broker

***Club Insure were invaluable in helping us set up & manage our policy and visit us every year to make sure we've always got the best cover tailored to our club. I wouldn't hesitate to recommend them.***

*- Southall Conservative & Unionist Club -*

Call **0344 488 9204** for a comprehensive review, or visit **[club-insure.co.uk](https://club-insure.co.uk)**

OFFICIAL SUPPORTER OF  
[prostatecanceruk.org/clubinsure](https://prostatecanceruk.org/clubinsure)





## CLUB CASES IN COURT.

### LEGION CLUB OFFICIALS FINED.

At Grimsby penalties which, with the addition of costs, totalled £291 were imposed when the Chairman and members of the Committee of the Cleethorpes British Legion Club who were summoned for selling beer without a licence and having the care and management of a Club which was unlawfully used for betting. The defence was that none had ever seen any illegal practices but a bookmaker agreed that he took bets against the order of the Secretary.

The Chairman was fined £20 on each of seven charges and ordered to pay £10 costs; the Secretary £6 on each of seven charges and £10 costs, while the bookmaker was fined £4 on each of four cases with £10 costs. The Club was struck off the register and the premises were disqualified for five years.

### AN UNSUCCESSFUL APPEAL.

At Essex Quarter Sessions, the Dagenham Working Men's Club and Institute appealed against an order made by the Stratford magistrates striking the Club off the register.

The allegation against the Club was that anyone could enter it and, on payment of a penny and signing their names, forthwith became "members" and were allowed to purchase drinks. Evidence to this effect was given by police officers who attended boxing contests held on the premises on Sundays. Examination of the visitors' book showed that out of 400 names recorded only ten were "signed in" by members. For the defence it was submitted that, apart from boxing on Sundays when the place became so flooded with spectators that the arrangements got out of hand, the Club had been properly conducted. The appeal was dismissed.

### STEWARD HEAVILY FINED.

At Nottingham the Steward of the Carlton and District Working Men's Club and Institute was summoned for offences under the Licensing Act and permitting gaming by means of an automatic machine.

For the prosecution it was alleged that, when the Club was raided, no proper list of members could be produced and there was no record of payment of subscriptions. A policeman who visited the premises in mufti was at once admitted to full privileges of membership and bought, and consumed, intoxicating liquor. With other people he was supplied after the registered closing hour. A "fruit" machine was in operation. The books showed that, with about 180 members, the sales of refreshments

last year came to £3,283 11s.—an average of £18 11s. for each member.

The Bench ordered the Club to be struck off the register, and prohibited the premises being occupied by a Club of any kind for 12 months. The Steward was fined £10 on each of four cases of illegal sales, and £1 for permitting gaming.

### DRINKS AFTER HOURS.

The Steward of Windhill Conservative Club was summoned at Bradford for supplying refreshments during non-permitted hours and 17 members for consuming. All were defended by Mr. J. H. Lockwood, Conservative M.P. for the division, who drew attention to the good record of the Club and the incontrovertible respectability of its members. The Steward was fined 10/- on each of 17 summonses—£8 10s. in all—and the other defendants £1 each.

### A SHORT-LIVED CLUB.

Within a week of being opened, the Spa Social Club, Boar Lane, Leeds, was raided and the two principals were fined £50 at Leeds Police Court for supplying beer during prohibited hours and 26 persons found guilty of consuming were each fined 20/-. The Club was struck off the register and the premises disqualified for 12 months.

### CLUB PLACED ON PROBATION.

The Steward of West Bowling W.M. Club and Institute, Bradford, was fined £5 for supplying intoxicants during prohibited hours, and a member 10/- for consuming. A summons to strike the Club off the register on the ground that there was frequent drunkenness, was adjourned for 12 weeks to see whether it was conducted properly. The police had the Club under observation 12 days.

### AN EXPULSION CASE.

A member of Holyhead Conservative Club, who alleged he had been improperly expelled, brought an action against the Club at Anglesey Assizes.

For the plaintiff it was contended that the Committee had failed to furnish specific details of the complaints brought against him.

For the Club it was argued that the rules did not say that particulars must be given to any member asked to attend before the Committee. Plaintiff was invited to attend, but did not appear, and it was claimed that this justified the Committee dealing with the matter in his absence.

Judgment was given for the plaintiff, and the resolution terminating his membership declared void. Costs followed the verdict.

**BONZOLINE  
CRYSTALATE  
VITALITE**

THE A.C.C. SUPPLIES BILLIARD BALLS AT SPECIAL

## Pages From The Past

In this month's Pages From The Past we go back to July 1934 to the semi-regular feature which always makes interesting reading — Club Cases In Court.

We can see the importance, even in 1934 of ensuring disciplinary action follows the procedure laid down by the Club's Rule Book, in this case a Club Member appealing a decision taken by the Committee of the Holyhead Conservative Club. We also have the amusing case of the Spa Social Club which was open for a total time of a week before being raided and shut down. We can only hope that their

cheque to join their governing body has yet to clear. And finally we have fines for the Steward and Members for after hours drinking at the Windhill Conservative Club. After drawing attention to the good character of all involved the Members were personally fined £1 each, worth approximately £75 in today's money.

It is with some relief that at some point between 1934 and 2022 that the amount of Club situations ending up in Court diminished to such an extent that this feature was eventually dropped from the magazine.

**All you need to do is complete the Order Form below and return it with your cheque. Or you can telephone/email your order, or shop online.**

**Please note all prices include 1st Class Postage and Packing**

REFERENCE NO. AND DESCRIPTION	PRICE	QUANTITY	TOTAL PRICE
2022 I.A. Ticket	£2.00		
2022 ACC Diary	£4.00		
Club Law & Management Book: Revised Edition	£10.00		
Questions and Answers Book	£10.00		
Club Directory	£3.50		
ACC Silk Tie	£15.00		
Ladies ACC Scarf	£15.00		
ACC Lapel Pin	£3.50		
Signing In Book	£13.00		
Nomination for Membership Book	£12.00		
Register of Members with Index	£20.00		
Subscription Receipt Book	£10.00		
Minute Book	£20.00		
Secretary's Daily Takings Book	£15.00		
Steward's Daily Takings Book	£15.00		
Goods Received Book	£10.00		
Petty Cash Book	£10.00		
Wages Book PAYE	£13.00		
Terms & Conditions of Employment for Club Staff, Contract Pack, 2 Copies	£15.00		
Appointment of Steward(ess) Alone, Contract Pack, 2 Copies	£25.00		
Appointment of Steward and Stewardess, Contract Pack, 2 Copies	£25.00		
Bar Manager Contract Pack, 2 Copies	£20.00		
Club Secretary Contract Pack, 2 Copies	£20.00		
Portrait of HM The Queen	£25.00		
Prime Minister Portrait	£45.00		
Badge of Honour	£75.00		
Distinguished Service Award	£30.00		
Three Year Bar	£10.00		
Five Year Bar	£10.00		
Range of Committee Badges - Please call for details or order online	£5.00		

Please supply the items indicated on this Order Form to:

Name of Club .....

Address .....

Delivery Address (if different from above) .....

A/C No. ....Date ..... Signed .....

**Please return this form to: The Association of Conservative Clubs Ltd,  
1 Norfolk Row, London, SE1 7JP**

**Sales Order Line: 0207 2220868 email: [assistance@toryclubs.co.uk](mailto:assistance@toryclubs.co.uk)**

**Order and pay online: [www.toryclubs.co.uk](http://www.toryclubs.co.uk)**