

## **Richmond and Twickenham Chess Club Rules**

### 1. Name

The club shall be called 'Richmond and Twickenham Chess Club'

### 2. Objects

The objects of the club are:

- 1) To play chess according to the laws of chess in operation at the time being and according to the Rules of Chess as laid down by FIDE.
- 2) To provide facilities for members to meet frequently for practice, match and tournament play.
- 3) To support the local, county and national chess organisations as far as practicable.

### 3. Membership

Members of the club shall be those persons who have paid their subscriptions for the current year or have been appointed life vice-president or who have had their membership fee waived at the discretion of the committee.

New candidates for membership are accepted to the club at the discretion of the committee and become members once the due subscriptions are paid or agreed waived.

### 4. Obligations

Members shall continue in membership until such membership is terminated by resignation, or failure to pay subscription (see rule 10) or under the provision of rule 15.

### 5. Officers

The officers of the club shall be:

- 1) President, who need not be an ordinary member
- 2) Chairman
- 3) Secretary (includes role of fixtures secretary)
- 4) Treasurer
- 5) Match Captains. These will vary in number as required.
- 6) Tournament secretary (internal club events)
- 7) Publicity and Website officer
- 8) Junior Chess liaison officer
- 9) Independent examiner
- 10) Two officers without portfolio
- 11) Safeguarding officer
- 12) The last retiring chairman shall be an ex-officio member of the committee.

All the officers shall retire on the day of the annual general meeting but shall be eligible for re-election.

### 6. Life Vice-Presidents

The AGM may elect any member to become a life vice-president because of exceptional service to the club. The number of life vice-presidents at any one time is set by vote at the AGM. Life vice-presidents will not be required to pay annual subscriptions and will be members of the committee ex-officio.

### 7. Management

The affairs of the club shall be managed by a committee consisting of the officers (see rule 5), and the life vice-presidents, and such other members as may be decided at an annual general meeting (see rule 9 below).

## 8. Expenses

Members will receive no financial remuneration for any work done for the club, unless specifically approved. However, they may claim reimbursement for purchases made on behalf of the club. Where prior approval has not been sought and obtained from either the committee or the treasurer, the club reserves the right not to pay anything more than £25 per season.

All approvals must be in writing. For the purpose of this rule, email approval counts as in writing. An amount at most £25 may be approved by the treasurer. An amount more than £25 must be approved by the treasurer and one committee member other than the one incurring the expenses. Treasurer's expenses must be approved by one other committee member if at most £25 and two other committee members if more than £25.

## 9. Annual General Meeting

An annual general meeting (AGM) shall be held not later than 31 July each year. Eight members shall form a quorum. The business of the AGM shall include:

- 1) Election of officers.
- 2) Election of other committee members.
- 3) Alteration of these rules, if required (see also rule 14).
- 4) Determination of the annual subscription for the following year.
- 5) Reception of reports from the secretary, match captains and tournament secretary, and the report and audited accounts of the treasurer (see rule 11).
- 6) Determination of match play entries for the following season and club tournaments for the following year.
- 7) Any other business of which due notice (see rule 14) shall have been given, or which may be accepted by the chairman at his absolute discretion.

Notices of general meetings must be despatched at least fourteen days before the date of such meetings.

## 10. Subscription

With the exception of the life vice-presidents and any other persons approved by the committee, all members shall pay an annual subscription, the amount of which shall be determined at the AGM. The subscription shall become due on 1 September each year. Any member whose annual subscription has not been paid by 31 October shall be reminded of the fact by the secretary and shall cease to be a member of the club if his subscription be not paid within fourteen days of the receipt of such notice, subject to the discretion of the committee.

The committee may admit persons under 18 years of age or older persons who are full time students, unemployed or senior citizens at a reduced subscription. Other cases may be considered on request by the committee.

New members joining after the start of the season will pay a pro rata subscription as determined by the AGM.

All members are required to be or become members of the English Chess Federation. It is the member's responsibility to arrange this.

## 11. Accounts

The club accounts and annual cash statement shall be made up to 31 May in each year and shall be examined by an independent examiner appointed at the preceding AGM.

12. Special General Meetings

The secretary shall summon a special general meeting on the instructions of the committee, or at the formal request of a meeting quorum. Such requests must include a clear statement of the reason for calling such a meeting, which shall be repeated in the secretary's notice to members. The secretary shall despatch notices of such a meeting for receipt not less than seven clear days prior to the date fixed for the meeting.

13. Voting

Except in the case of alterations to these rules, a simple majority of members present and voting at a general meeting shall determine all issues. The chairman shall exercise a casting vote in the event of a tie.

14. Alteration of Rules

The rules may be added to or amended only at the AGM or at a special general meeting. Except in the case of changes recommended by the committee, notice in writing of any proposed additions or amendments, signed by the proposer and seconder, must be sent to the secretary by 1 June if intended for discussion at the next AGM or at least 28 days before any date proposed for a special general meeting. The nature of any such proposal shall be stated in the notice of the meeting sent to members, or in supplementary statement circulated therewith. No proposed additions or amendments to the rules shall become effective unless approved by a majority of two-thirds of those present and voting on the proposal at such a general meeting.

15. Expulsion

The committee may suspend or expel any member whose conduct they consider to be objectionable to other members or detrimental to the interests of the club. Any member so suspended or expelled may appeal for reinstatement to the next AGM, or to a special general meeting called in accordance with rule 12, except that in this case a request by not fewer than three members shall suffice.

16. Safeguarding

The club shall have a safeguarding policy and procedures to protect young players under the age of 18. This shall be published on the website. In addition, the club will elect a safeguarding officer to perform the roles set out in the policy and procedures.

17. General

The committee may co-opt members to fill any vacancies which may arise. Such co-opted members shall have full voting power. The committee may also invite other members to attend its meetings when specialist or expert advice may be desirable. Such invited members shall have no vote.

The committee is empowered to make bye-laws which, however, may not be contrary to any of these rules.

The committee shall determine its own procedure and hold meetings as required by the club's business.

A copy of these rules shall be available to members on club premises and the website at all times.