

Industrial and Provident Societies Acts
Register No. 12307 R.

RULES
of the
GWALIA
WORKING MEN'S
CLUB AND INSTITUTE
LIMITED

Registered under the Industrial and Provident
Societies Acts 1965 to 1968

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RULES

1. Name and Objects

The society (hereinafter called "the Club") shall be called the **GWALIA WORKING MEN'S CLUB AND INSTITUTE LIMITED**.

Its objects are to carry on the business of a club by providing for the use of its members, the means of social intercourse, mutual helpfulness, mental and moral improvement, rational recreation and the other advantages of a club.

2. Office

Its registered office shall be at Manor Park Road, Harlesden, NW10 4JU.

Notice of any change in the situation of the registered office shall be sent by the secretary within 14 days thereafter to the Registrar of Friendly Societies in manner and form provided by the Treasury regulations.

3. Seal of the Club

The club shall have its name engraved in legible characters upon a seal, which shall bear the device of a circle having the word "Limited" in the centre and the remaining words of the name of the club in the margin. The seal shall be in the custody of the secretary, or such other officer as the committee appoint, and shall be used only under the authority of a resolution of the committee, the date whereof shall be mentioned on the instrument to which the seal is attached, and shall be attested by the signatures of two members of the committee and the secretary.

4. Use of Name

The registered name of the club shall be kept printed

or affixed on the outside of every office or place in which the business of the club is carried on, in a conspicuous position, in letters easily legible, and shall be engraved in legible characters on its seal, and shall be mentioned in legible characters in all business letters, notices, advertisements, and other official publications of the club and in all bills of exchange, promissory notes, endorsements, cheques, and orders for money or goods, purporting to be signed by or on behalf of the club, and in all bills, invoices, receipts and letters of credit of the club.

5. Powers

The club shall have full power to do all things necessary or expedient for the accomplishment of all objects specified in its rules, including the power to purchase, hold, sell, mortgage, rent, lease, or sub-lease, lands of any tenure, and to erect, lease, sub-lease, pull down, repair, alter, or otherwise deal with any building thereon.

6. Shares

Shares shall not be withdrawable or transferable and shall be of the value of 5p.

No member shall hold more than one share, and no interest or dividend shall be paid upon it. A member shall forfeit his share on ceasing from whatever cause to be a member.

7. Admission of Members

A candidate for election must sign an application for membership and deposit the full amount payable for one share. The amount deposited shall be returned in the event of non-acceptance as a member. The candidate must be proposed and seconded by two financial members, able from personal knowledge to vouch for his respectability and fitness to be a member,

and must sign such (if any) declaration of his concurrence with, and adherence to, the purposes of the club as shall be required by the committee. The election shall be by the committee, and no candidate shall be elected who is under 18 years of age. The name, address and occupation of the candidate, with the names of his proposer and seconder, shall be prominently displayed in the principal club premises in a part frequented by the members, for at least seven days before the day on which his name is submitted for election. Every member on election shall be supplied with a copy of the rules, at such charge, not exceeding 10p as the committee may determine from time to time.

8. Membership of the Union

The club may hold such fully paid share or shares in the Working Men's Club and Institute Union Limited, hereinafter referred to as "the Union" as is provided by the rules of the Union in order that each member of the club may be entitled to all the privileges of the Union, subject to its rules. A person on becoming a member of the club shall be supplied with an Associate Card on payment of £1 or such other sum as shall be the prevailing rate charged by the Union, and with a Pass Card from time to time for any period for which he has paid his subscription on payment at the prevailing rate charged by the Union.

9. Admission of Associates

So long as the club shall remain a member of the Union all Associates of the Union shall subject to the following provisions of this rule be admitted to the club premises, and intoxicating liquor may be sold to them by or on behalf of the club for consumption on the premises. An Associate before being admitted to the club must produce his subscription card (showing that his current subscription to his club has been paid), the

Associate Card of the Union and the current Pass Card issued by the Union, and must write his name and that of his club in the Union Associate Book, to be kept for that purpose. The doorkeeper or other appointed official shall compare the signature in the book with that on the Associate Card, and on being satisfied that the signatures correspond shall admit the Associate. Associates shall have the same rights and privileges and be subject to the same rules and bye-laws as ordinary members, except that they must not vote at any meeting of the club, take books out of the library, introduce male visitors or take away intoxicating liquor for consumption off the premises. The committee may refuse admission to Associates or limit their admission to such times and parts of the premises as they think fit in the interests of the club. Notice of such limitations shall be sent to the Union General Secretary.

No Associate of the Union shall be admitted to the club unless his subscription shall have been paid in advance for the month in which he seeks admission to the club.

10. Subscriptions

Every member shall pay to the funds of the club a subscription which shall become due as soon as he is elected to membership and may not be paid until he is so elected. The subscription must be paid before the member is entitled to any of the privileges of the club. The rate of subscription shall be such sum as may from time to time be determined by the members in general meeting, which shall not be less than £5.00 nor exceed £10.00 per year payable on the first day of January in each year.

11. Arrears of Subscriptions

Any member who has not paid his subscription 28 days after it has become due shall be considered in

arrear, and if it be not paid within 24 days thereafter he shall cease to be a member.

No member in arrear shall be permitted to use the club, or be considered a financial member for the purposes of these rules.

The committee, on receiving information that any member is unable to pay his subscription owing to want of work or other good cause, may, at its discretion, excuse payment of such member's subscription for such period as they think fit and the member shall not forfeit the privileges of membership.

12. Register of Members

The club shall keep at its registered office a register of members in which the secretary shall enter the following particulars:

- (a) The names and addresses of the members;
- (b) a statement of the number of shares held by each member and of the amount paid or agreed to be considered as paid on the shares of each member;
- (c) a statement of other property in the club, whether in loans, deposits or otherwise, held by each member;
- (d) the date at which each person was entered in the register as a member, and the date at which any person ceased to be a member.
- (e) the names and addresses of the officers of the club, with the offices held by them respectively and the dates on which they assumed office.

For the purpose of this rule "an officer" includes every member of the managing committee.

The club shall so construct the register of members that it is possible to open to inspection the particulars entered therein mentioned in paragraphs (a), (d) and

(c) hereof without an opening to inspection the other particulars entered therein.

Every member shall, within 14 days, give notice to the secretary of any change in his address.

13. Cessation of Membership

Members shall cease to be members:

(a) By non-payment of subscription. Any person whose membership has ceased from this cause shall not again be nominated for membership unless he previously pays all arrears due from him at the time of his ceasing to be a member, and such other additional fee or fine as the committee may in its discretion determine.

(b) By expulsion.

(c) By resignation.

(d) By death.

14. Misconduct of Members

The secretary or president shall have power to order the withdrawal from the club premises of any member who misconducts himself, and such members shall have no right of re-entry to the club premises until summoned to meet the committee, as provided in Rule 15. If the next ordinary meeting of the committee be within less than three days, such member may claim to appear before them, and to have his case dealt with waiving the length of notice required by the said Rule 15.

15. Expulsion of Members

The committee shall have power to reprimand, suspend (for a period not exceeding 12 months) or expel any member who shall infringe any rule or bye-law, or whose conduct, whether within the club-house, or elsewhere, shall, in their opinion, render him unfit for membership; but no member, unless convicted of an

offence by a court of summary jurisdiction or other court, shall be reprimanded, suspended or expelled without being first summoned before the committee and full opportunity afforded him to advance a defence nor unless two-thirds at least of the members of the managing committee then present and entitled to vote shall vote for his suspension or expulsion.

Every member so summoned shall (unless he shall elect to waive his right to receive notice) receive at least three clear days' notice in writing from the secretary. Such notice shall contain a statement of the charge brought against him.

A suspended member shall not be entitled to use the club premises nor to attend any general meeting nor vote at any election nor hold any office during suspension, but shall remain liable to pay his subscription.

16. Right of Appeal

A member suspended or expelled shall have the right to appeal to the Executive of the Union, or the persons appointed by them who shall be deemed to be the arbitrators appointed by the club. No appeal shall be heard unless made within 28 days and in writing, addressed to the General Secretary of the Union, together with a deposit of 50p, the disposition of which shall be at the discretion of the arbitrators.

The arbitrators, or a majority of them, shall have full power to alter or rescind such suspension or expulsion as they may think fit, and may order the costs of the arbitration to be borne by either party or by both parties in such proportions as they think fit, and there shall be no appeal from their decision.

17. General Meetings

Ordinary Meetings

(1) The ordinary general meetings shall be held in

March and October on dates to be fixed by the committee. The meeting held in March shall be the annual general meeting. At least seven day's notice of every ordinary general meeting, with a copy of the agenda, shall be posted in the club.

The business of each ordinary general meeting shall be to receive the account or accounts and balance sheet as audited, and the report of the auditor on the revenue account or accounts and balance sheet and to consider such other business as may be submitted by the committee or any motion to be proposed by a member of which at least five days' notice has been given to the secretary in writing. On receipt of such notice the secretary shall add it to the agenda posted in the club. At the annual meeting a report for the year shall be presented by the committee.

The auditor shall be entitled to attend any general meeting of the club and to receive all notices of and other communications relating to any general meeting which any member of the club is entitled to receive and to be heard at any meeting which he attends on any part of the business of the meeting which concerns him as auditor.

Special Meetings

(2) A special meeting shall be called by the secretary in the following cases:

(a) Upon the direction of the committee, and in accordance with such direction.

(b) On a requisition signed by one-fifth of the total number of members entitled to attend and vote at a general meeting or 30 such members, whichever is the less, stating the special object thereof. Such meeting shall be held within not less than 14 and not more than 21 days from the date of the receipt by the secretary of the requisition.

Notice to be Given

(3) Notice of any special meeting, and of the object for which it is called, shall be posted by the secretary in the club at least 10 days prior to the date of the meeting. Should the secretary not convene a special meeting in manner required hereby within 10 clear days after a duly signed requisition has been delivered to him, any of the requisitionists may call such a meeting, giving such notice as is provided by this rule.

Business

(4) No business other than that named in the notice shall be brought before a special meeting.

Quorum

(5) A general meeting may proceed to business if 10 members are present within an hour after the time fixed for the meeting, otherwise the meeting, if convened on the requisition of the members, shall be dissolved, but if a meeting convened by order of the committee, it shall stand adjourned to the week following, at the same time, and the meeting so adjourned may proceed to business whatever be the number of members present. No meeting shall become incompetent to transact business from the want of a quorum arising after the chair has been taken.

Adjournment

(6) Any general meeting duly constituted, may adjourn to such time as the members present direct, and may continue any such adjournment from time to time. No business shall be brought on at any adjourned meeting which could not have been transacted at the original meeting.

Voting

(7) Each financial member present shall be entitled

to one vote on each motion.

18. Rules

Supply

(1) The secretary shall be supplied by the committee with copies of the rules and shall be bound to deliver a copy to any person, on demand, on such payment (not exceeding 10p) as the committee may from time to time determine.

Amendment

(2) These rules may be amended only at a general meeting called for that purpose. Notice of any proposed amendment shall be posted in the club for at least 14 days previous to the meeting to which the amendment is to be submitted. Any amendment shall require the votes of at least two-thirds of the members present at such meeting. No amendment of rules is valid until registered in accordance with the Industrial and Provident Societies Act.

Written notice of any amendment of rules must be given by the Secretary to the Chief Officer of Police and to the Clerk of the local Authority within 28 days of the registration of the amendment in accordance with the said Acts.

By-Laws

(3) The committee shall have power to make such by-laws as it may consider necessary for the good government and order of the club, provided that no such by-laws shall conflict with any of the rules. A copy of all such by-laws shall be posted in a conspicuous place in the club-house.

19. Committee

Powers of Committee

(1) The managing committee shall consist of the

president, vice-president, treasurer, and 10 committeemen, all of whom shall be above the age of majority.

The committee shall control the management of the club and shall have exclusive power to engage or dismiss a steward and other servants. It shall have power to purchase such articles and do all such things as it may deem necessary for the carrying out of the objects of the club. It shall have due regard to any resolution or recommendation of any general meeting, but shall not be bound to give effect to the same if in its judgement such action would be injurious to the best interests of the club. Nothing in these rules shall enable the committee to declare any dividend or make any monetary grants to the members, or to apply the club funds, except for the purposes of the club itself, and for the purposes specified in Rule 27. It shall meet once a week for general business, and not less than one-third of the total of the committeemen shall form a quorum. No resolution of the committee shall be rescinded unless notice to rescind has been given at the previous meeting of the committee.

Retirement, Vacation, or Cessation of Membership

(2) Any committeeman not attending for three consecutive meetings shall, unless he send an explanation which the committee consider satisfactory, cease to be a committeeman. Any committeeman or officer who shall cease to be a financial member, or who is suspended under Rule 15, or who shall cease membership of the club by any reason shall vacate his seat. Any vacancy so occurring, or by any other cause, shall be filled by the committee, or in such other manner as the committee may decide. The senior part of the committeemen which shall mean all those committeemen who were elected before the date of the

last election, shall retire at the elections held after the ordinary general meetings, but shall be eligible for re-election. Any committeeman selected to fill a casual vacancy shall hold office for the unexpired period for which his predecessor was elected. Where this rule does not apply, the retiring committeemen shall be selected by the committee by ballot.

Removal or Resignation

(3) The committee, or any member or members thereof, may be removed by the votes of two thirds of the members present at a special meeting called for that purpose. In the event of the removal or the resignation of the whole or the majority of the committee, the secretary shall obtain nominations and appoint scrutineers and arrange for holding a ballot. Three days shall be allowed for nominations and the ballot shall be held on three successive days within the following seven days. The result shall be declared by the scrutineers by notice posted in the club.

Finance Committee

(4) The committee shall, at the first meeting following each election, select a sub-committee, to be called the Finance Committee. It shall consist of three committeemen and any officers who may be appointed by the committee. It shall be the duty of the Finance Committee to take record of the stock of goods held on the first convenient day in each month, either by themselves or by an agent duly appointed by the managing committee for that purpose, check all demands for payment with the order book, and with the delivery notes and invoices, and to report to the whole committee whether such stock vouches the correctness of the returns made by the steward, and whether the demands are in order and correct. It shall see that vouchers are produced by the secretary for all payments

made by him or by order of the committee, and it shall report at each committee meeting whether the secretary's cash book has been duly made up, and that the amount there shown as standing to the credit of the club appears also in the treasurer's book or books, and in the bank statement relating to the club's current drawing account. These books, duly made up to date, shall be laid upon the table at each committee meeting. The proceedings of the Finance Committee shall be recorded by the secretary in a minute book kept for that purpose. All cheques drawn upon the club's account shall be signed by at least one member of the Finance Committee and the secretary.

The Finance Committee shall have the power to give orders for such goods to be supplied and work to be done as may be necessary for carrying out the purposes of the club; but nothing in this rule shall empower the committee to incur expenditure, except such as is consistent with the purposes for which the club is established.

Orders

(5) No officer or committeeman of the club shall by virtue of his appointment, have power to order goods or dispose of the funds of the club. No goods or labour shall be supplied, nor any contract entered into for work to be done for the club, nor any office of salary, profit or remuneration, held by any member of the committee, nor shall any honoraria be paid to committeemen, unless authorised by a general meeting.

20. Officers

(1) The club shall have the following officers: A president, vice-president, treasurer, and secretary. The president, vice-president and treasurer shall be elected each year by ballot at the elections held following the annual meeting and shall remain in office until their

successors are appointed. The secretary shall be elected by ballot and shall remain in office during the pleasure of the club.

Any of the officers shall be removable at any time provided two-thirds of the members present at a special meeting called for that purpose shall vote in favour of such removal.

In the event of a vacancy arising amongst the officers by death, resignation, or other cause, the vacancy shall be filled, the committee having power to appoint a member to fill the vacancy until the next election of committeemen. Any officer shall vacate his office if suspended from membership under Rule 15 or upon ceasing membership from any cause. Any change in the office of secretary must be notified by the president or secretary within 42 days to the Magistrates Clerk.

The officers of the club shall receive such honorarium, if any, or in the case of the secretary such salary, as the committee or a general meeting may from time to time determine. Every officer dealing with club moneys shall be insured with a recognised guarantee society for the due performance of his duties in such sum as the committee or a general meeting may determine.

The President

(2) The president, or in his absence, the vice-president, or in the absence of both such officers, an elected chairman shall take the chair at all general meetings and managing committee meetings of the club, and in the event of equality of voting at managing committee meetings shall have an additional or casting vote.

Treasurer

(3) The treasurer shall pay all moneys received by the club from any source whatever, without any

deduction for any purpose whatever, to the credit of an account opened in the name of the club at such bank and in such manner as the committee may direct, and further, shall keep such accounts and pay such debts of the club as the committee shall direct, and shall, when required to do so, render to the committee, or a general meeting, an account of any moneys received and expended by him.

Secretary

(4) The secretary shall keep upon the club premises a register of the names and addresses of the club members and a subscription book, in which shall be recorded the payments of such members. He shall carry out the directions of the committee, and subject to such directions, shall receive moneys on account of the club, and pay them to the treasurer; and keep such accounts as the committee may direct. He shall attend all meetings of the committee and Finance Committee or any other sub-committee if so directed, take minutes of the proceedings, prepare accounts and balance sheets, and submit them to the auditor.

21. Annual Return to Registrar

(1) The secretary shall send to the Registrar once in every year, not later than 31st March, an annual return relating to the club's affairs for the period required by the Industrial and Provident Societies Acts, to be included in the return, together with a copy of the report of the auditor on the club's accounts for the period included in the return and a copy of each balance sheet made during that period and of any report of the auditor on that balance sheet. The annual return shall be made up for the period beginning with the date to which the club's last annual return was made up, and ending with the date of the last balance sheet published by the club before 31st March in the

following year, or if the date of that balance sheet is earlier than 31st August or later than 31st January, with 31st December. The annual return must be made in the form prescribed by the Chief Registrar, and contain such particulars as may from time to time be required by the return.

Copies to Members

(2) A copy of the last annual return, together with a copy of the report of the auditor on the accounts and balance sheet contained in the return shall be supplied gratuitously on demand to every member or person interested in the funds of the club.

Balance Sheet

(3) A copy of the account or accounts and balance sheets covering the period included in an annual return, as audited, and the report of the auditor on the balance sheet and accounts, shall be posted in the registered office and shall be kept always hung up in a conspicuous place at the said office.

22. Inspection of Books by Members

Any member or person having an interest in the club funds may at all reasonable times inspect all books and accounts including the particulars in the register of members except those mentioned in paragraphs (b) and (c) of Rule 12 at the registered office or any place where they are kept, and it shall be the duty of the secretary to produce them for inspection; but no person, unless an officer of the club or specially authorised by a resolution thereof, may inspect the loan or deposit account of any other member without his written consent.

23. Borrowing Powers

(1) The club shall have power to borrow money for

the purposes of the club, and to issue loan stock and to secure the repayment of any money borrowed by mortgaging or charging any of its property, provided that the amount of money borrowed for the time being remaining undischarged shall not exceed £150,000 and that the interest paid or to be paid in respect of any money borrowed (except money borrowed by way of bank overdraft, or by way of mortgage of the club's premises) shall not exceed 5 per cent per annum, or 1 per cent per annum above the National Westminster Bank Limited base lending rate, whichever is the greater.

(2) Subject to the provisions relating to loan stock contained in the next following rule, the committee shall have power to determine from time to time the terms and conditions upon which money is borrowed or loan stock is issued and to vary such terms and conditions.

Deposits

(3) The club may receive any sums of money within the total limit mentioned in Section (1) of this rule from members or others on deposit, repayable on such notice being not less than 14 clear days, as they arrange from time to time, provided that such deposits shall be received in instalments of not more than £2 in any one payment, or more than £50 in all from any one depositor.

24. Loan Stock

(1) The following provisions shall apply to the loan stock referred to in the preceding rule:

(a) Loan stock shall be issued in multiples of £1 and shall be transferable as hereinafter provided;

(b) Application for loan stock shall be made in such form as the committee may determine.

which shall contain a statement of the terms and conditions of issue of the loan stock;

(c) Payment may be made for loan stock by instalment or otherwise;

(d) Interest shall be payable thereon half-yearly at such rate as may have been agreed not exceeding the rate mentioned in the preceding rule;

(e) Loan stock shall not confer a right to demand repayment of the principal from the club unless interest thereon is in arrears for two consecutive years, or in the event of the dissolution of the club;

(f) Loan stock shall be secured by certificates of indebtedness under the hands of two members of the committee and the secretary stating the amount of the loan stock;

(g) The committee may, in its discretion, from time to time apply club moneys which it cannot profitably invest to pay off the loan stock holders in the order in which they are entered in the register, or in such other order as the committee may determine. If a loan stock holder, who has received notice, or to whom notice has been sent at his address registered in the books of the club, that the committee is prepared to repay the amount of his loan stock, leave the sum to be thus repaid in the hands of the club, he shall not be entitled to any interest thereon after the expiration of the time named in the notice of repayment.

Transfer of Loan Stock

(2) Loan stock may be transferred by a form containing such particulars as the committee direct. A fee of 5p shall be paid by the transferor upon each

transfer. A register of all transfers, containing such particulars as the committee direct, shall be kept, but no transfer shall be registered unless it is properly stamped, or if made by a member indebted to the club, without special order of the committee; and until the transfer of loan stock is registered, no right shall be acquired against the club by the transferee, nor shall any claim of the club upon the transferor be affected.

25. Audit

(1) The club shall in each year of account appoint a qualified auditor to audit its accounts and balance sheet for that year. For the purposes of this rule "qualified auditor" means a person who is a qualified auditor under section 7 of the Friendly and Industrial and Provident Societies Act 1968.

(2) Save as provided in paragraph (3) of this rule every appointment of an auditor shall be made by resolution of a general meeting of the club.

(3) The committee may appoint an auditor to fill any casual vacancy occurring between general meetings of the club.

(4) An auditor appointed to audit the accounts and balance sheet of the club for the preceding year of account (whether by a general meeting or by the committee) shall be re-appointed as auditor of the club for the current year of account (whether or not any resolution expressly re-appointing him has been passed) unless

(a) a resolution has been passed at a general meeting of the club appointing somebody instead of him or providing expressly that he shall not be re-appointed or

(b) he has given to the club notice in writing of his unwillingness to be re-appointed or

(c) he is ineligible for appointment as auditor

of the club for the current year of account or

(d) he has ceased to act as auditor of the club by reason of incapacity.

Provided that a retiring auditor shall not be automatically re-appointed by virtue of this rule if notice of an intended resolution to appoint another person in his place has been given in accordance with paragraph (5) of this rule and the resolution cannot be proceeded with because of the death, incapacity or ineligibility of that other person.

(5) A resolution at a general meeting of the club (i) appointing another person as auditor in place of a retiring auditor or (ii) providing expressly that a retiring auditor shall not be re-appointed shall not be effective unless notice of the intention to move it has been given to the club not less than 28 days before the meeting at which it is moved. On receipt by the club of notice of the intention to move any such resolution the club shall give notice of the resolution to the members and to the retiring auditor in accordance with section 6 of the Friendly and Industrial and Provident Societies Act 1968, and shall give notice to the members in accordance with that section of any representation made or intended to be made by the retiring auditor.

(6) None of the following persons shall be appointed as auditor of the club:

- (a) an officer or servant of the club
- (b) a person who is a partner of or in the employment of or who employs an officer or servant of the club or
- (c) a body corporate.

(7) The auditor shall in accordance with section 9 of the Friendly and Industrial and Provident Societies Act 1968, make a report to the club on the accounts examined by him and on the revenue account or accounts and the balance sheet of the club for the year

of account in respect of which he is appointed.

(4) The auditor shall have a right of access at all times to the books, deeds and accounts of the club and to all other documents relating to its affairs, and shall be entitled to require from the officers of the club such information and explanations as he thinks necessary for the performance of the duties of the auditors.

26. Nominations and Proceedings on Death or Bankruptcy

Upon a claim being made by the personal representative of a deceased member or the trustee in bankruptcy of a bankrupt member to any property in the club belonging to the deceased or bankrupt member the club shall transfer or pay such property to which the personal representative or trustee in bankruptcy has become entitled as the personal representative or trustee in bankruptcy may direct them.

A member may in accordance with the Industrial and Provident Societies Act 1965, nominate any person or persons to whom (subject to the provisions of the Act as to amount and the persons to whom a valid nomination may be made) any of his property in the club at the time of his death shall be transferred. On receiving satisfactory proof of death of a member who has made a nomination the club shall if and to the extent that the nomination is valid under the said Act either transfer or pay in accordance with the Act the full value of the property comprised in the nomination to the person entitled thereunder.

27. Application of Profits

The profits of the club may be applied in any of the following ways:

- (a) In promoting mutual intercourse and united action between members and others interested in improving the conditions of the

people of the United Kingdom.

(b) In promoting education by the establishment of lectures, classes, examinations, and scholarships.

(c) In maintaining or supporting the Union Convalescent Homes or other convalescent homes, hospitals, infirmaries, or any other charitable or provident institution, or in supporting or maintaining circulating and reference libraries and reading-rooms with the best works in all departments of literature, science and art, for the use of the members.

(d) For any other lawful purpose determined by the committee or any general or special general meeting subject to Rule 28.

28. Application of Funds

Except by the dissolution of the club, no profits or funds of the club shall be distributed amongst the members.

29. Investments

The committee may invest the funds of the club at such rate of interest and on such terms as they see fit in any of the following investments:

(a) With its members or others upon the security of real property.

(b) In the shares or in the security of any society registered under the Industrial and Provident Societies Acts, or under the Building Societies Act, or of any company registered under the Companies Acts or incorporated by Act of Parliament or by charter provided that such society or company has its liability limited.

(c) In any investment in which trustees are, for the time being by law, authorised to invest funds.

30. Statutory Applications to the Registrar

(1) Any 10 members of the club, each of whom has been a member for not less than 12 months immediately preceding the date of the application, may apply to the Registrar in the form prescribed by the Treasury Regulations to appoint an actuary or accountant to inspect the books of the club and to report thereon, pursuant to section 47 (1) of the Industrial and Provident Societies Act 1965.

(2) One-tenth of the whole number of members, or if the number of members shall at any time exceed 1,000 then 100 members may by an application in writing to the Chief Registrar, signed by them in the forms respectively prescribed by the Treasury Regulations:

(a) Apply for the appointment of an inspector or inspectors to examine into the affairs of the club and to report thereon; or

(b) Apply for the calling of a special meeting of the club.

31. Dissolution

The club may at any time be dissolved by the consent of three-fourths of the members, testified by their signatures to an instrument of dissolution in the form provided by the Treasury Regulations, or by winding up in a manner provided by the Industrial and Provident Societies Acts.

32. Conduct of Elections

Nominations

(1) The election of officers and committeemen shall be by ballot. At least three weeks before the day fixed for any ballot a nomination sheet shall be posted in the club by the secretary, on which the names of all candidates for any office must be entered, and such

sheet shall remain open until the expiration of at least 24 hours following the general meeting. No member shall be eligible for nomination unless he has been a financial member for at least six calendar months prior to nominations closing, and has been proposed and seconded by two financial members, who must themselves sign the sheet. No member under suspension at the date of closing of the nomination sheet shall be eligible for nomination. No candidate shall be nominated for more than one position. No member of the managing committee whose term of office is not about to expire may become a candidate unless he first resigns from the position he holds.

Scrutineers

(2) The ballot shall be carried out under the direction of the committee by three scrutineers appointed by the general meeting, who shall not be candidates, committeemen or officers.

Ballot When Held

(3) Ballots shall be held during the week following the ordinary general meetings or in the succeeding week. Ballots shall remain open during not less than three hours on the evenings of not less than two consecutive days to be fixed by the committee, and the result shall be made known by the posting of a notice in the club signed by the scrutineers, recording the number of votes polled by each candidate, and indicating which of the candidates are elected.

Who May Vote

(4) Each financial member shall have one vote for each vacancy but no member may give more than one vote to any one candidate.

Tie

(5) The candidates receiving the highest number of

votes shall be declared duly elected. In the event of two or more candidates receiving an equal number of votes for the last vacancy or vacancies, the names of such candidates shall be written on slips of paper, which shall be placed so that the names are concealed, and the president, or in his absence, some person appointed by the scrutineers, shall then draw as many slips as there are vacancies to be filled, and the members whose names are so drawn shall be declared duly elected.

Scrutiny

(6) The scrutineers shall, at the conclusion of the ballot, seal up the ballot papers and hand them to the secretary, who shall retain them for seven days. A scrutiny shall take place if a written demand be presented to the secretary within seven days from the close of the ballot, signed by not less than one-tenth of the financial members, and the scrutiny shall be carried out by three fresh scrutineers, to be named by the committee and their decision shall be final.

33. Settlement of Disputes

Disputes between a Member and an Officer of the Club

(1) All disputes between a member and an officer of the club shall unless the committee elect to refer the matter directly to a special meeting, be settled by the committee. The decision of the committee shall be final, unless any party aggrieved thereby shall within seven days produce to the secretary a requisition satisfying the conditions mentioned in Rule 17 (2) (b), whereupon the decision shall be reviewed by a special meeting.

Disputes between a Member and the Club

(2) All disputes between a member or person aggrieved who has for not more than six months ceased to be a member, or any person claiming through such member or person aggrieved or under the rules and the

club or the committee shall be referred to the Executive of the Union or the persons appointed by them, who shall be the arbitrator or arbitrators of the club and whose decision shall be final.

34. Introduction of Visitors

A member may personally introduce friends as his guests, and an Associate may introduce female friends as guests, but no member or Associate may introduce more than two friends at any one time. The visitor and the member or Associate introducing him shall sign their names in a book kept for that purpose. These conditions shall not apply to the introduction by any member or Associate of his wife or other lady, the admission of whom shall be subject to such regulations as may from time to time be made by the committee. The following shall not be admitted as visitors:

- (a) Former members who have been expelled.
- (b) Former members who have ceased to be members through non-payment of subscriptions.
- (c) Persons who, having been nominated for membership, have been rejected.
- (d) Members who are under suspension.

Members and Associates must accompany guests introduced by them during the period of their stay in the club, and no guest shall be permitted to make any payments for intoxicating liquor directly or indirectly.

The committee may debar a member or Associate introducing any particular person as a visitor if they so think fit and may prohibit a member or an Associate introducing visitors during the hours when licensed premises in the locality are not open for the sale of intoxicants to the public.

35. Guests and Examineable Articles

Should any visitor introduced by a member or an Associate pay for intoxicating liquor or cause a

misdeemeanor he shall at once be removed from the club premises. If introduced by an Associate, the Associate shall also be removed. If introduced by a member the member may be expelled from membership on the fact being duly proved; and it shall be the duty of any officer or member of the club, becoming aware of such breach of the rules, to report it at once to the secretary or committee.

36. Hours of Opening and Closing of the Club Premises

The club shall be opened and closed at such hours as may from time to time be fixed by the committee, and as posted in the club.

37. Permitted Hours for Supply of Intoxicants

The permitted hours shall be such as may from time to time be determined by the committee in accordance with the provisions of the Licensing Act 1964, and as notified to the Magistrates' Clerk. Provided that if an order is made under section 60, sub-sections, (3) or (4) of the said Act, the provisions of section 62, sub-section (2) shall apply.

38. Life Members

The committee may, in their discretion, grant life membership to any member who has completed at least 25 years continuous membership of the club. Life members shall not be liable to pay subscriptions under Rule 10, but shall be entitled to all the rights and privileges of club membership, including the right to attend meetings, vote at elections and be nominated for committee or other office. A certificate of life membership shall be signed by the secretary and issued to each life member.

39. Lady Members

A lady may, upon nomination by two financial members and election by the committee, become a member of the club. An interval of at least seven clear days shall elapse between the nomination and acceptance to membership. Lady members shall take up a share under Rule 7, pay a subscription of such sum as may from time to time be determined by the members in general meeting, which shall not be less than £2.60 nor exceed £7.60 per year, which shall be due upon acceptance to membership and may not be paid until so elected, and subsequently on the first day of January in each year. Lady members shall not be entitled to attend general meetings or vote at elections, and shall not be eligible to hold office or propose or second candidates for office or introduce visitors.

They shall be subject to such special regulations as the committee may from time to time make regarding lady members.

The number of persons admitted to membership under this rule shall not result in them being significant in proportion to the total membership.

40. Value Added Tax

Where under any of the provisions of these rules or any amendment thereto for the time being in force any sum of money is payable to the club by a member whether by way of subscription or otherwise and such payment attracts Value Added Tax then, unless any rule specifically provides to the contrary, a member shall in addition pay to the club such further sum as shall be equal to the amount of Value Added Tax at the rate for the time being in force attributable to such sum.

Signatures of Applicants for Registration
W. J. RICHARDSON
A. M. THOMAS
G. BURTON

H. G. RAWLINSON, Secretary

Form H

INDUSTRIAL AND PROVIDENT
SOCIETIES ACT 1965
Acknowledgment of Registration of
Amendment of Rules
Register No 12507 R.

The amendment of the rules of the Gwalia Working Men's Club and Institute Limited to which this acknowledgment is attached, is this day registered under the Industrial and Provident Societies Act 1965.
15-17 Great Marlborough Street
London W1V 2AX
Date 12th August 1987
Copy kept.

Gwalia

Application for Renewal of Club Registration

Dated 23/05/2005

Consisting of 5 pages

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(86)

Your reference: 05010280V/KM

Our reference: 01QK/280/05/LIC/LIG

Date: 25th May 2005



Mrs S Bubb (Licensing Unit Head)
Brent Magistrates Court
Church End
448 High Road
London NW10 2DZ

METROPOLITAN POLICE SERVICE
Wembley Police Station
603 Harrow Road
Wembley
Middlesex HA0 2HH
Telephone 020 8903 1212
Facsimile 020 8733 3101

Direct line 020 8733 3206

Dear Mrs Bubb

**Application for Renewal Of Club Registration for
Gwalia Working Men's Club, 97-99 Manor Park Road**

I write to confirm receipt of your communications date 23rd May 2005 concerning the above application.

Please note that police have no objections to the above application being granted.

Please contact me on the above number if you have any queries on this matter.

Yours faithfully,

Mr David Liggins
Licensing Officer

MJS/16

**APPLICATION FOR RENEWAL OF CLUB REGISTRATION CERTIFICATE TO THE
GWALIA WORKING MENS' CLUB & INSTITUTE LIMITED**

TO The Clerk to the Licensing Justices for the Licensing Division of Brent,
Magistrates' Courts, Brent, Church End, 448 High Road, Willesden, London NW10
2DZ

1. I, **HARRY GEORGE RAWLINSON**, the Secretary of the above-named club, make application for the renewal of a registration certificate.
2. The objects of the club are to carry on the business of a club by providing for the use of its members, the means of social intercourse, mutual helpfulness, mental and moral improvement, rational recreation and the other advantages of a club.
3. The address of the club is 97/99 Manor Park Road, Harlesden, London NW10 4JU.
4. A list of the names and addresses of the members is kept at the address given in paragraph 3 above.
5. Under the rules of the club persons may not be admitted to membership, or be admitted as candidates for membership to any of the privileges of membership, without an interval of at least two days between their nomination or application for membership and their admission, nor may persons becoming members without prior nomination or application be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.
6. The Club is established and conducted in good faith and has not less than twenty-five members.
7. Intoxicating liquor is not supplied, or intended to be supplied, to members on the premises otherwise than by or on behalf of the club.
8. The purchase for the club and the supply by the club of intoxicating liquor (so far as not managed by the club in general meeting or otherwise by the general body of members) is managed by an elective committee as defined in Schedule 7 of the Licensing Act 1964.
9. No arrangements are, or are intended to be made:
 - (a) for any person to receive at the expense of the club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the club; or
 - (b) for any person directly or indirectly to derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the club to members or guests, apart from any benefit accruing to the club as a whole and apart also from the benefit derived by members indirectly by reason of

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the supply giving rise to or contributing to a general gain from the carrying on of the club.

10. The club is accordingly qualified to receive a registration certificate.
11. The names and addresses of the members of the committee having the general management of the affairs of the club are set out in the document annexed hereto marked "A".
12. There has been no change in the rules of the club since the last application for the issue or renewal of the certificate.
13. The premises for which the renewal of the registration certificate is sought consist of 97/99 Manor Park Road, Harlesden, London NW10 4JU.
14. The said premises are occupied by and habitually used for the purposes of the club.
15. The said premises are open to members during the following times:-

Monday to Saturday	-	11.00 am to 11.00 pm
Sunday & Good Friday	-	12.00 Noon to 10.30 pm
Christmas Day	-	12.00 Noon to 3.00 pm and 7.00 pm to 10.30 pm

The hours fixed by or under the rules of the club as the permitted hours are as follows:-

Monday to Saturday	-	11.00 am to 11.00 pm
Sunday & Good Friday	-	12.00 Noon to 10.30 pm
Christmas Day	-	12.00 Noon to 3.00 pm and 7.00 pm to 10.30 pm

16. The interest held by or in trust for the club in the premises is Freehold.
17. There have been no changes since the last application by the club for the issue or renewal of a registration certificate in the particulars required by paragraph 6 of Schedule 5 to the Licensing Act 1964.
18. There are no premises other than those referred to in paragraph 13 above which have within the past twelve months been occupied and habitually used for the purposes of the club.
19. The Club is a registered society within the meaning of the Industrial Provident Societies Act 1893, or the Friendly Societies Act 1896.

DATED this 18th day of May 2005

.....
Secretary

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(92)

Gwalia Working Men's Club & Institute Ltd.

(Registered under the Industrial and Provident Societies Act. 1893)

Secretary:

G. RAWLINSON

MANOR PARK ROAD,
LONDON, NW10 4JU

Date:

CHAIRMAN

MR W. FOWLE

~~18 FOWLE GARDENS.~~
LONDON N.W.10. ~~18 FOWLE~~

TREASURER

" G. BRAD

~~18 FOWLE ROAD.~~
HARLES DEN N.W.10. ~~18 FOWLE~~

VICE. PRESIDENT

" R. THOMAS

~~18 CRAVEN PARK.~~
HARLES DEN N.W.10. ~~18 CRAVEN~~

SECRETARY

" H. G. RAWLINSON

~~18 GATEWAY CLOSE.~~
HARLES DEN LONDON N.W.10 ~~18 GATEWAY~~

COMMITTEEMEN.

" A. S. NAYLOR

~~18 ELLIOTT ROAD~~
KILBURN. N.W.6.

" J. RATTIGAN.

~~18 ELLIOTT ROAD~~
HARLES DEN N.W.10

" D. DALRYMPLE

~~18 ELLIOTT ROAD~~
HARLES DEN. N.W.10 ~~18 ELLIOTT~~

" D. ELLIS

~~18 ELLIOTT ROAD~~
HARLES DEN. N.W.10

" T. TURNBULL

~~18 ELLIOTT ROAD~~
WILLES DEN N.W.10. ~~18 ELLIOTT~~

" D. MORTON

~~18 ELLIOTT AVENUE~~
STONE BRIDGE. LONDON
NW10

" B. SIMMONS

~~18 ELLIOTT HOUSE.~~
CURZON CRESCENT NW10

" K. O'TOOLE

~~18 ELLIOTT ROAD~~
UXBRIDGE UB10 ~~18 ELLIOTT~~

" S. VILANOU

~~18 ELLIOTT ROAD~~
WILLES DEN N.W.10

" W. GILLIGAN

THE LODGE
WILLES DEN NEW CEMETERY
FRANKLYN ROAD
WILLES DEN. N.W.10. Q.T.E.

BLANK

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HER MAJESTY'S
COURTS SERVICE
hmcs

London North West Area

Brent Magistrates' Court
448 High Road
London
NW10 2DZ

DX 110850 Willesden 2

T 020 8955 0555

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(Helpline for the deaf and hard of hearing)

www.hmcourts-service.gov.uk

Sergeant Adolphus
Wembley Police Station
603 Harrow Road
Wembley
Middlesex
HA0 2HH

23rd MAY 2005

Our ref:

05010280V/KM

Your ref:

3/G0027/0007/GWALIA/CR

Dear Sir

CLUB GWALIA WORKING MEN'S CLUB & INSTITUTE LIMITED
At: 97/99 MANOR PARK ROAD LONDON NW10

I am in receipt of an application for the Renewal of a Club Registration Certificate in respect of the above club.

I enclose herewith a copy of the application for your attention.

The application has been listed for hearing on **20TH June 2005 at 10.00am.**

I shall be obliged if you will acknowledge safe receipt of this application and forward your comments in due course.

Yours faithfully

Mrs S Bubb
Licensing Unit Head

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