

Date: 15 June 2023

From: C Turner (Club Secretary) on behalf of the Committee of Old Dean Bowling Club (ODBC)

To: Licensing  
Surrey Heath Borough Council  
Surrey Heath House  
Knoll Rd  
Camberley  
GU15 3HD

This is in response to the Application for Review of Club Premises Certificate held in respect of:-

Old Dean Bowling Club  
Old Dean Recreation Ground  
Wimbledon Road  
Camberley  
Surrey  
GU15 4AY

REF NO: LA CLUB/002/23

### **Review**

The ODBC recognises the seriousness of the violent incident that occurred on Friday 14<sup>th</sup> April 2023 at the Club and apologies unreservedly to those injured and to the Police and Ambulance service who had to deal with the situation.

We believe that the violence that occurred at the party in question, was initiated by non-members intent on causing trouble, however we fully accept our failings and responsibilities under Club Rules and the terms of the Club Premises Certificate.

We acknowledge that our Chairman, Mr Chris Dick was advised in September 2022, that we would require a Premises Licence if we wished to hold private parties and allow non-members into the Club. The Committee at that time was aware that our Chairman had been advised of this requirement and expected this to be actioned. The application to change our licence was not submitted and the Committee failed to check that this had been done.

### **Actions and Control Measures taken to date**

- a) The Club Chairman, Mr Chris Dick has resigned
- b) The Committee member responsible for bookings is no longer in post.
- c) Party/Function Applications are refused pending the outcome of the Application for Review
- d) The non-member signing-in book has been re-established
- e) A revised role for the Bar Supervisor to improve the function of the bar

### **Future Proposed Operation and Actions**

The Club currently operates under a Club Premises Certificate (CPC) and:-

- a) the Club Constitution
- b) Club Rules
- c) Club Code of Conduct

In the short term the Club proposes to continue with a Club Premises Certificate but to be supported by 2 Committee members obtaining Personal Licenses through CPD approved training. The Club will then look to apply for a Premises License within 1-2 years.

The Club recognises its responsibilities to uphold the four licensing objectives and plans to introduce and gain approval for Club Rules changes by the 31<sup>st</sup> July through a Special General Meeting. Likewise Bar staff training and Personal Licence applications will be completed by the 31<sup>st</sup> July.

#### **Proposed Rule Changes (Current Rules appended)**

This includes deletion of Clauses 6.2, 7.1, 8.0 and amendments of Clauses 6.1 to (g) below and 7.4 of the current Rules. Rule change additions include:-

a) The Club will publish an age verification policy and all staff involved in the supply of alcohol will be trained to implement it. "Challenge 25" posters will be prominently displayed.

b) All bar staff will be required to successfully complete a CPD approved on-line Bar Staff Training Course that includes the following elements:-

- bi) The Licensing Act and its aims
- bii) Age Verification Process
- biii) Best Practice Working

Training will be ongoing and training records will be signed off by one of the Committee members holding a Personal License.

c) Members are required to produce their Membership card to purchase alcohol at the bar and will not be served unless they do so.

d) A member may invite up to 2 non-members into the Club by signing the non-member(s) into the guest signing-in book. Should the member leave the Club the signed-in guest(s) will also be required to leave.

e) A member wishing to invite more than 2 non-members to the Club shall provide a list of names to the Club Secretary at least 48 hours before the proposed attendance for approval or otherwise. If approval is given the inviting member shall supervise door entry of the listed non-members into the Club.

f) A member wishing to hold a function at the Club shall complete the designated "Application for Function Approval Form" and submit it to the Club Secretary for consideration by the Committee. Approval requires the agreement of one of the Committee members with a Personal License and one other Committee member.

g) Non-member function applications will not be accepted.

h) Groups and teams attending bowls, pool, darts, crib matches will be regarded as non-playing guests and will not be required to be individually signed in. They may use the Club facilities as the event dictates and will be required to comply with the Rules of the Club and requests from Officers.

i) The Club Premises Certificate allows:-

ii) the supply of alcohol by or on behalf of the Club to, or to the order of, a member of the Club or

iii) the sale by retail of alcohol by or on behalf of the Club to a guest of a member of the Club for consumption on Club premises.

The Club will undertake to include and adopt into Club Rules any conditions attached to the Club Licence that are agreed by the Club with the Licensing Authority in respect of the four licensing objectives.

### **Benefits of the Club remaining operational**

a) The Club has been a community resource for nearly 60 years providing sporting activity and a meeting point for members and their families. On bowling event days local people can try bowling bringing the community together.

b) Bowls is a community sport and the health benefits of playing bowls are well documented:-

i) Improves vascular health

ii) Promotes Independence and functional ability

iii) Helps improve Cognitive Health

iv) Helps improve mood, social relationships


c) The Club is affiliated to Bowls England and is a well-regarded member of Bowls Surrey, West Surrey Bowling Association and the Aldershot and District Bowling Association. It hosts members of over 50 clubs from West Surrey and North East Hampshire, providing a great venue for sporting activity and socialising. The Club has an impressive record in the League and County competitions in which it competes. The Club plays in a Top Ten League which is by invitation to Clubs which are highly regarded. The Club won the Aldershot and District Premier League in 2022.

d) In addition to outdoor bowling which of course is a summer activity, the Club also has teams playing in Pool, Crib and Darts Leagues during the winter around the local area.

### **The Impact of a Club Premises Certificate Revoked or Suspended**

It is recognised that the loss of the Club Premises Certificate does not of itself prevent bowling activities or any activities within the Club, which do not involve the selling of alcohol. However without the income from the bar sales and associated revenue from raffles, gaming machines, the Club is financially unsustainable and so if the License is revoked the Club will close.

For the year ending September 2022 the bar sales accounted for around 80% of total Club income of £137K. Club Reserves of around £1K are negligible. The Club's ongoing base operational costs including, green maintenance, loan repayments, professional fees, utilities, insurance etc are around £3K per month. Clearly these costs would need to be covered to avoid financial difficulties, in the event that the Club Premises Certificate is suspended for a period of time. The Club would then need to look to its membership and possibly other sources of funding to sustain the Club for the period of the Club Premises Certificate suspension.

	Signed	Name	Date
Club Secretary		C.R Turner	15 June 2023

# **OLD DEAN BOWLING CLUB**

## **RULES**

### **1. Introduction to the Rules**

1.1 The rules are made by the Management Committee under the Constitution of the Club and are to be construed and implemented in accordance with the text and spirit of that Constitution.

1.2. The Rules in force at any time (and any amendments that have been made by the Committee but not yet in force) shall be displayed prominently in the Clubhouse for Members to see: They may be amended from time to time by the Committee subject to due process defined in Clause 1.3 below.

1.3. The Committee shall undertake due consultation before notifying the Members of any amendments to the Rules; any such amendments shall be operative no sooner than one calendar month after the meeting of the Committee, at which they were agreed **unless** a majority of members object to the proposed amendment(s) by writing to the Secretary, in which case a General Meeting shall be called, within two months of the notification to Members of the proposed amendment(s), to make a ruling.

1.4. A Member with the support of at least two other Members may make proposals to amend the Rules, in writing to the Secretary, for consideration by the Management Committee. The Management Committee shall respond to the proposal(s) in writing within six weeks of receipt of the proposal. If the Proposers are dissatisfied with the response then they may request a General Meeting to consider the proposal in accordance with the Conduct of all General Meetings.

1.5 In the event of any dispute about the interpretation of these Rules, the matter shall be decided by the Management Committee, subject to a ruling by the General Meeting of the Club.

### **2. Rules of Play**

2.1 The suitability of the green for play is a decision for the Greenkeeper.

2.2 The green shall normally be available for play from 2pm Monday to Friday except between 16:30 and 18:00 and from 10.00 Saturday and Sunday. The Greenkeeper is authorised to approve usage of the green outside of these times where circumstances require it.

2.3 A rink can only be booked by making a written entry in the Rink Book. Members playing National, County, Association, District Competition games will take precedence in that order and they may reserve up to two rinks.

2.4. Unless stated otherwise, play shall be in accordance with Bowls England Regulations

2.5 When any Club fixture is being played, the players shall be under the control of the Club Captain or in his/her absence a nominated Vice-Captain

2.6 The Club Captain or any member of the Committee has the power to warn anyone playing in such a manner as to damage the green, to modify their play, or failing this, to leave the green. In the case of a visiting player, the usual courtesy of discussing and advising the problem with the visiting Captain should be observed.

### **3. Dress Code**

3.1 The dress code is only applicable to Members whilst playing, Club competition, League and district competitions and representing the Club at home or away.

3.2 The Committee shall approve the style and colour of Club shirts, fleeces and other bowls apparel.

3.3. Unless otherwise specified, grey trousers or shorts, or white for Club Finals or where required by the competition rules along with Club approved shirts and fleeces shall be worn. Waterproofs shall be white or predominantly white bowls approved.

3.4. There is no dress code for roll ups except pertaining to footwear Clause 3.5

3.5 Flat soled bowling shoes shall be worn at all times.

### **4. Matches and Team Selection**

4.1 Members are required to make their availability for League and other fixtures known to the Club Captain or in his absence the Vice-Captain by completing the documentation provided and posted in the Clubhouse OR by phone, text or social media.

4.2 Selection for matches should be notified to Members by posting the team selected in the Clubhouse and by text or social media as soon as possible after selection and at least 48 hours before the game.

### **5. Club Competitions**

5.1 The following Competitions will be played annually:-

Men's Club Championship

Mixed Pairs

Open Club Championship

Handicap (singles)

Novices (singles)  
Men's 2 wood  
Men's Under 35 (singles)  
Men's Over 55 (singles)  
Ladies Championship (singles)

5.2 Entries for Club Competitions shall be made within 14 days of the opening of the green. A date for the draw of the Club Competitions shall be announced at the commencement of the season. The draw, carried out by the Club Captain or his nominated Vice-Captain, shall take place as soon as possible after the closing date for entries, on Club premises and may be witnessed by any Members who wish to be present.

5.3. The preliminary or first round of all Club Competitions shall be completed by the 31<sup>st</sup> May. Failure to do so may result in a bye or disqualification at the discretion of the Captain subject to circumstances.

5.4 Entering a Club Competition constitutes a commitment to be available for the Finals weekend which will be defined on the entry form. The order of play on the Finals weekend will be decided by the Captain and no deviations except for an unplayable green or a Member being required to play for Country or County will be accommodated.

5.5 Members should not enter the Men's Club Championship unless they are prepared to represent the Club in all external Champion of Champion Competitions

5.6 In Pairs competitions, under exceptional circumstances and subject to the Club Captain's agreement, one substitute may be permitted per pair for the rest of the Competition. The substitute must not be due to play, or already have played in the Competition.

5.7 Any Complaints, or Disputes arising from the application of the Club Competition Rules will be considered in a timely manner firstly by the Captain and if this fails to resolve the dispute by the Management Committee, whose decision is final.

## **6. Visitors**

6.1 Groups, teams and their supporters attending for matches or at the invitation of the Management Committee, or Club Captain will be regarded as non-paying guests. They may use the facilities of the Club as the event dictates and will be required to comply with the Rules of the Club and requests from Officers.

6.2 With the agreement of the Management Committee, Groups or individuals may hire the facilities of the Club and use the facilities in accordance with the Hire Agreement.

## **7. Bar**

7.1 As holders of a Premises Licence, the Club is authorised to sell intoxicating liquor to Members and guests that have reached the age of eighteen, for the consumption on the premises. In addition adult Members may purchase such goods for consumption off the premises.

7.2 Members and guests shall not purchase alcohol for Members or guests under the age of eighteen.

7.3 The management of the bar, opening hours and policy will be subject to the rules drawn up by the Club Management Committee from time to time. The bar opening hours will be in compliance with those legally permitted by the Licencing laws.

7.4 The Management Committee are empowered to employ whatever staff deemed necessary on any basis consistent with employment law to operate the bar. The Bar Manager will advise the Management Committee on pricing commensurate with making an appropriate profit.

## **8. Hiring of the Clubhouse**

The Management Committee may arrange to let the clubhouse and/or green to individuals, groups or organisations subject to the signing of a Hire Agreement. Members will be made aware of any hire arrangements that may impact on their use of any of the facilities at the Club.