

# 17/18

Arlington Baths Club  
Annual Report

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Health

History

Heritage

william young  
SWIMMING SCHOOL



# SWIMMING LESSONS

AT THE

**ARLINGTON  
BATHS CLUB**  
61 Arlington Street, Glasgow, G3 6DT

Session Times between  
Wed 9am - Noon outwith School term  
Wed 10.30am - 1.30pm  
Fridays 2pm - 7pm  
Saturdays 9am - 1pm during School term

**Specialising in both one to one  
and two to one lessons**

William Young MSTA

T: 01389 873 645 | M: 07986 884 556  
E: williamyoungswimschool@gmail.com  
E: www.glasgowswimminglessons.com



**Lesson Fees**  
Adult Or Child One To One - £22  
Adult Or Child Two To One - £14 each  
No Leisure Club Membership Required

**TAKE THE PLUNGE!**  
Learn to swim through a holistic approach  
in a friendly, fun, enjoyable environment.



## Rosina Bonsu Moves

yoga | breathing bones | pranayama  
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
10.30 - 12.30 13 MAY ONLY	07.45 - 09.00 YOGA GUIDED PRACTICE	08.15 - 09.25 BREATHING BONES	07.45 - 09.00 YOGA GUIDED PRACTICE	07.45 - 09.00 ASHTANGA YOGA AND PRANAYAMA WITH LAURA GONZALEZ	07.45 - 9.30 YOGA ASSISTED SELF PRACTICE
	18.15 - 20.30 YOGA ASSISTED SELF PRACTICE	18.15 - 19.30 YOGA BUILDING BLOCKS WITH CATHERINE HARDY	17.15 - 18.30 BREATHING BONES	17.15 - 18.30 SHORT COURSES 10, 17, 21 MAY SEE WEBSITE FOR DETAILS	
		19.35 - 20.50 SHORT COURSES 1, 8, 15 MAY + 29 MAY, 5, 12 JUNE SEE WEBSITE FOR DETAILS		18.35 - 20.30 YOGA ASSISTED SELF PRACTICE WITH LAURA GONZALEZ	

all classes are open to new practitioners  
at any point during the term



JACKIE ANDERSON PILATES  
*for the body you treasure*

## New Pilates Classes

The Arlington Baths,  
Woodlands

Tuesdays 5.15 pm

Thursdays 12.15

**6 week block £35 !!**

FOR MORE  
INFORMATION  
CONTACT  
JACKIE

jackieanderson.pilates@gmail.com  
jates@gmail.com

077514767  
46 FACEBOOK

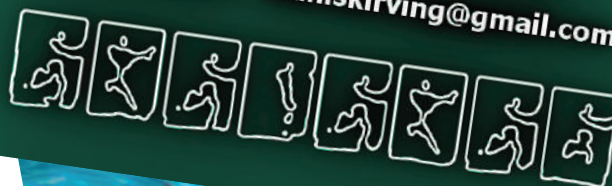
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## Tai Chi

07887398813 alan.skirving@gmail.com







# 01

## Annual General Meeting

Notice is hereby given that the 148th Annual General Meeting of the Arlington Baths Club will take place in the Members Lounge on Wednesday 30 May at 7.00pm.

Fiona MacDonald  
Secretary  
19 March 2018

### Agenda

1. Minutes of the AGM of 24 May 2017
2. Reports & Accounts for the year ended 31 March 2018
3. Election of Board Members
4. Any Other Competent Business

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### Board Members 2017-2018

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	Title	Appointment
Gordon McDougall	Chairman	Elected 2011
Tim Pearson	Treasurer	Elected 2009
Fiona MacDonald	Secretary	Elected 2014
Alastair MacNaughton		Elected 2011
Lynn Henderson		Elected 2017
Lucy Janes		Co-opted 2017



# 02

## A View From The Chair

The Arlington is a bit of an iceberg. Whilst we all float happily along in this magnificent Victorian bathing complex, there's a huge chunk underneath, unseen and at times unforgiving when it comes to costs for maintenance, repairs and restoration.

Our Treasurer Tim Pearson highlights three major plant and building renovations totalling around £70,000. I'm proud that we've been able to make that massive investment from this year's surplus. Repairing Grade 'A' listed heritage doesn't come cheap. Especially in a building that's been wet for almost 150 years.

That said, every year since you've elected myself and Tim, we've been lucky enough to see membership and finances grow. And that's the crux of keeping this huge old place afloat. Bums in trunks and costumes is what pays our not insubstantial bills. It is your continued membership that provides the vast majority of the income to keep this historic club above water. And your efforts to help recruit new members enables us to freeze fees at affordable levels for yet another year.

Our debts are decreasing on target, investment in machinery to keep the place going improves every year, the fabric of the building is gradually being restored. Visible upgrades this year include our entire, bang up to date, WiFi enabled gym equipment. Specially commissioned Turkish Suite benches to match the Victorian originals. And a new solid wood floor (recycled from a local school hall) which at the very least means an end to the risk of skelfs during yoga and exercise classes.



This year we maintained over 1000 paying members. The ability to freeze fees, reduce debts and implement those restoration plans depends on your continued help to attract and retain new members. Please do all you can to spread the word and maybe consider a wee donation too! Remember, Community Amateur Sports Club status allows us to reclaim tax (meaning every £1 you give is worth £1.25). Gift Aid forms are now available on request.

On a less positive note, it was a bitter blow not to attract Heritage Lottery Funding towards our major restoration project. We spent many, many hours putting together an application that we are still very proud of, despite their decision to decline support. A tremendous amount of work (with our architects, board and members) has gone into developing our strategic plan, which can be seen on the display in the foyer and this remains our goal. We know the scale of the task and will carry out work as and when funds allow. It just means it'll take more time to get there. But hey, the Arlington has been around way longer than any current living member, so a few more years on the journey doesn't mean the club won't reach its restoration destination.

Please remember we close for our annual shutdown at 9pm on Tuesday 17th July and re-open at 7am on Monday 30th July. This is as short a period possible for essential maintenance and you can use the Western Baths during this time.

Many thanks to board members, to volunteers and to our staff for all they do for us.

And lastly, my thanks to you for joining and staying with us as we ensure a unique part of Glasgow's health, history and heritage survives to serve future generations.

Enough talk, enjoy your swim!

A handwritten signature in dark ink, appearing to read 'Gordon McDougall'.

Gordon McDougall  
Chairman

# 03

## Treasurer's Report

Club membership stands at 1,200 (1,086 adult and 114 child members) with, encouragingly, a steady incremental rise over the course of the year. There is a surplus for the year of £31,372.

### Income

Turnover is up 4% due to the increase in membership numbers and the resultant increase in subscription income. Other revenue streams remain strong with visitor income (significantly the naturists) and commissions & rentals still providing decent contributions. This year a special thank you is due to Marion Gardyne for her successful art exhibition and generous donation. Also don't forget the club enjoys Community Amateur Sports Club (CASC) status which makes donations tax efficient for both club and donor. For every £100 donation you make, the club can claim an additional £25 from HMRC.

### Expenditure

The club operates on a not-for-profit basis. A new Deputy GM position was created to improve club management. The costs of this restructuring and increases to the Glasgow Living Wage, which the club is proud to honour, have increased staffing costs. The club continues to invest heavily in plant and property. Unfortunately these essential improvements and repairs are not always visible to members. Major invisible spends, this year, included a new filtration system (£42K), pumps replacement (£12K) and roofing repairs (£14K). Members will, of course, have seen the new floors in the reading room and gym. We also invested in new gym equipment. Lastly, despite our best endeavours, the club was unsuccessful in its HLF bid.

### Assets & Liabilities

The club reduced our debt over the year by £47,600. The net debt owing to the bank at year end is only around £43,500. Club is on track to become debt free by 2020.

### 2018/19 subscriptions

Full Subscriptions are held at the same level - £616 - for the ninth year to make the club affordable to more people. Overall the financial position of the club is relatively healthy.



Tim Pearson  
Treasurer  
May 2018



# 04

## Secretary's Report

Over the last year several staff have been supported to achieve qualifications which are beneficial to both their own personal development and support the club to continue to operate at a high standard. The achievements to date include James Findlay, Deputy General Manager who has achieved the RLSS National Pool Management Qualification, in addition to the RLSS Trainer Assessor qualification. This compliments the Trainer Assessor qualification which Susanne Clarke also holds and means that we can carry out all our in-service pool lifeguard training, and in future will be able to deliver our own National Pool Lifeguard Courses (NPLQ).

James Findlay, Susanne Clarke and Heather Faith are Pool Plant Engineering qualified.

Customer Care training has been attended by all staff including many of our casual staff.

Three members of staff are scheduled to work on each shift, with individuals following a devised rotational programme, involving pool supervision, cleaning and general administrative duties.

### Board business

As Club Secretary, my role is made easier by the support provided by the Club's General Manager in running board meetings and providing business support to ensure the Annual General Meeting is held within the requirements of the club constitution. This is invaluable and ensures that accurate records are maintained of club business. In years to come this may provide future history groups with insights and clues as to what was going on in the Year 2018.

### Highlight of the year

Many things take place over the course of a year in the club. For me, the opportunity to chair an event as part of the Scottish Book Week brought the club lounge to life through the joy of reading. Arlington members and their guests shared a lively and illuminating debate on how a dystopian future may look and left a few of the audience reflecting on what a historical building such as the club would be like in this context.



Fiona Macdonald  
Club Secretary

## Independent Auditor's Report To The Members Of The Arlington Baths Club

The Board of Management is required to prepare the accounts for each financial year which give a true and fair view of the state of affairs of the Club and of its surplus or deficit for that period. In preparing those accounts the Board of Management is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Club will continue in business. The Board of Management is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Club. The Board of Management is also responsible for safeguarding the assets of the Club and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

We have audited the accounts of Arlington Baths Club for the year ended 31 March 2018, which comprise the Revenue Account, Balance Sheet and related notes.

This report is made solely to the Club's members, as a body. Our audit work has been undertaken so that we might state to the Club's members those matters we are required to state to them in an auditors report and for no other purpose. To the fullest extent permitted by law we do not accept or assume responsibility to anyone other than the Club and the Club's members as a body, for our audit work, for this report, or for the opinions we have formed.

### Respective Responsibilities of the Board of Management and Auditors

As described in the statement of the Board of Management's responsibilities the Board of Management is responsible for the preparation of the accounts in accordance with applicable law and the Club's constitution.

Our responsibility is to audit the accounts in accordance with the relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

We report to you our opinion as to whether the accounts are properly prepared in accordance with the Club's accounting policies. We also report to you, if in our opinion, the Treasurer's Report is not consistent with the accounts, if the Club has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

### Scope of the Audit of the Accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the Club's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Board of Management; and the overall presentation of the accounts.

### Opinion on Accounts

In our opinion, the accounts give a true and fair view of the state of the Club's affairs as at 31 March 2018 and of its surplus for the year then ended and have been properly prepared in accordance with the Club's accounting policies.

*M Gray, M Auster + M Cribben*

Chartered Accountants & Statutory Auditors  
145 St Vincent Street, Glasgow, G2 5JF  
May 2018







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# Revenue Account

For The Year Ended 31st March 2018



# 06

## Revenue Account For The Year Ended 31st March 2018

### Revenue

	Note	31/03/18 £	31/03/17 £
Members annual subscriptions		522,854	501,721
Percentage of entry money and life funds	11	918	1,080
		<u>523,772</u>	<u>502,801</u>
Visitors		27,594	26,407
School fees		11,955	14,583
Merchandise		1,420	24
Commissions and rentals		18,264	18,933
Donations and fundraising		1,289	832
Bar and catering	3	440	551
		<u>584,734</u>	<u>564,131</u>



## Revenue Account For The Year Ended 31st March 2018 (Cont.)

### Expenditure

	31/03/18	31/03/17
	£	£
Salaries, wages & NIC	213,044	179,236
Cleaning & chemicals etc.	13,344	12,615
Fuel	46,359	46,530
Water	14,152	15,658
Light and Power	44,715	43,008
Rates & insurance	10,988	11,431
Repairs, renewals & renovations		
Property	53,757	37,819
Plant & furniture	84,881	29,924
Renovations	20,130	47,626
Newspapers and magazines	3,285	2,750
Printing, stationery and advertising	4,555	6,564
Telephones	2,058	945
Sundries	7,319	9,742
Security		2,681
Training	5,629	1,968
Depreciation	2,195	2,598
Audit and accounting	2,874	2,790
Overdraft & loan interest	4,475	5,999
Bank charges	1,468	1,804
Equipment leasing	18,134	11,383
	<b>553,362</b>	<b>473,071</b>
NET Surplus	<b>31,372</b>	<b>91,060</b>



07

# Balance Sheet





# 07

## Balance Sheet

As at 31st March 2018

	Note	31/03/18 £	31/03/17 £
<b>TANGIBLE FIXED ASSETS</b>	2	515,477	517,670
<b>CURRENT ASSETS</b>			
Stocks	4	7,608	3,878
Debtors	5	6,583	5,722
Investments - premium bonds		10	10
Cash at bank and in hand	6	45,425	88,486
		<b>59,626</b>	<b>98,096</b>
<b>SHORT-TERM CREDITORS</b>			
Amounts due within one year	7	81,800	105,345
Net current assets		<b>(22,174)</b>	<b>(7,249)</b>
<b>LONG-TERM CREDITORS</b>			
Amounts due after one year	8	66,771	114,344
<b>NET ASSETS</b>		<b>426,532</b>	<b>396,077</b>
Represented by:			
DEBENTURES	9	121,000	121,000
CAPITAL ACCOUNT	10	300,327	268,954
LIFE MEMBERSHIP & ENTRY MONEY FUND	11	5,205	6,123
		<b>426,532</b>	<b>396,077</b>

08

# Notes To Accounts



### 1. Accounting Policies

- (a) **Accounting Convention**  
The Accounts have been prepared under the historical cost convention.
- (b) **Life membership and entry money fund**  
Cash received is added directly to the fund, which is credited to the Revenue Account at a rate of 15% p.a.
- (c) **Levy and donations**  
Levy monies and donations are credited directly to the Revenue Account on receipt.
- (d) **Fixed assets**  
Freehold property is stated at valuation. No depreciation has been provided on the property during the year on the grounds that there has been no diminution in value since revaluation.

Plant and equipment, principally boilers and chlorination equipment, are stated at cost less accumulated depreciation. Depreciation is provided at a rate of between 10% and 25% p.a on the reducing balance and straight line methods depending on the estimated useful life of the equipment.



## Notes To Accounts – March 2018 (Cont.)

### 2. Tangible Fixed Assets

	Freehold Property	Building Improvements	Plant & Equipment	Total
	£	£	£	£
Beginning of Year	500,000	-	208,300	708,300
Additions		-		0
End of Year	500,000	-	208,300	708,300

### Accumulated depreciation

Beginning of Year	-	-	190,628	190,628
Charge for year	-	-	2,195	2,195
End of Year	-	-	192,823	192,823
		-		
Net book amount	500,000		15,477	515,477

The property was valued at £500,000 by Christie & Co Business Transfer Agents on 17th June 2009 on a going concern basis. The deficit arising on revaluation has been written off in the Capital Account.

## Notes To Accounts – March 2018 (Cont.)

	31/03/18	31/03/17
	£	£
<b>3. Bar and Catering</b>		
Sales	2,363	2,128
Cost of sales	(1,923)	(1,577)
Gross Profit	440	551
<b>4. Stocks</b>		
Fuel, towels and sundries	6,576	2,860
Bar stocks	1,032	1,018
	7,608	3,878
<b>5. Debtors</b>		
Prepayments and accrued income	6,583	5,722
Sundry debtors	0	0
	6,583	5,722
<b>6. Cash at bank and in hand</b>		
Bank	42,234	86,230
Cash in hand	437	109
Renovation fund	2,754	2,147
	45,425	88,486
<b>7. Creditors - Amounts falling due within 1 year</b>		
Pre paid subscriptions	18,421	22,088
Bank loan	35,000	35,000
Bank overdraft		
Western Baths	12,000	12,000
Sundry creditors and accruals	16,379	36,257
	81,800	105,345
<b>8. Creditors - Amounts falling due after 1 year</b>		
Western Baths	16,000	28,000
Bank Term Loan	50,771	86,344
The bank term loan and loan from Western Baths are both secured over the freehold property.	66,771	114,344

## Notes To Accounts – March 2018 (Cont.)

	31/03/18	31/03/17
	£	£
<b>9. Debentures</b>		
Beginning of year	121,000	121,000
Added in year	0	0
End of year	<b>121,000</b>	<b>121,000</b>

The debentures which are interest free, will endure in perpetuity unless redeemed by the Club.  
The Club may at its sole discretion, redeem at par value, any or all of the debentures at any time.  
Debenture holders are entitled to pay a reduced annual membership subscription.

### 10. Capital account

Balance at beginning of year	268,955	177,895
Credited to revenue account	31,372	91,060
Balance at end of year	<b>300,327</b>	<b>268,955</b>

### 11. Life membership and entry money fund

Balance at beginning of year	6,123	7,203
Credited to revenue account	(918)	(1,080)
Balance at end of year	<b>5,205</b>	<b>6,123</b>

### 12. Contingent Liability

The Club received £592,000 from the National Heritage Lottery Fund towards improvements to the property and this fund may be repayable in the event of a sale of the property or certain changes to the constitution in perpetuity.



09

# History Group







# 09

## History Group

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2017 - 2018

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Swimming suffragettes, pioneers of concrete and the story of the sand filter are just a few of the topics that have kept the Arlington Baths Club History Group busy over the past year.

The History Group is a collective of members who are interested in various aspects of the Baths' history – the building and architecture, the members, social history, sporting heritage and more. The Group also has some overarching projects. Our main focus for 2017 was to create a new information leaflet about the Baths, for member and the almost 1,000 visitors who came for Doors Open Weekend.

This year's main project is to discover and share the story of the Baths in the First World War to mark the centenary of the Armistice in November. We're finding out more about the men on the War Memorial, other members who were involved, and the impact of the conflict on the Baths.

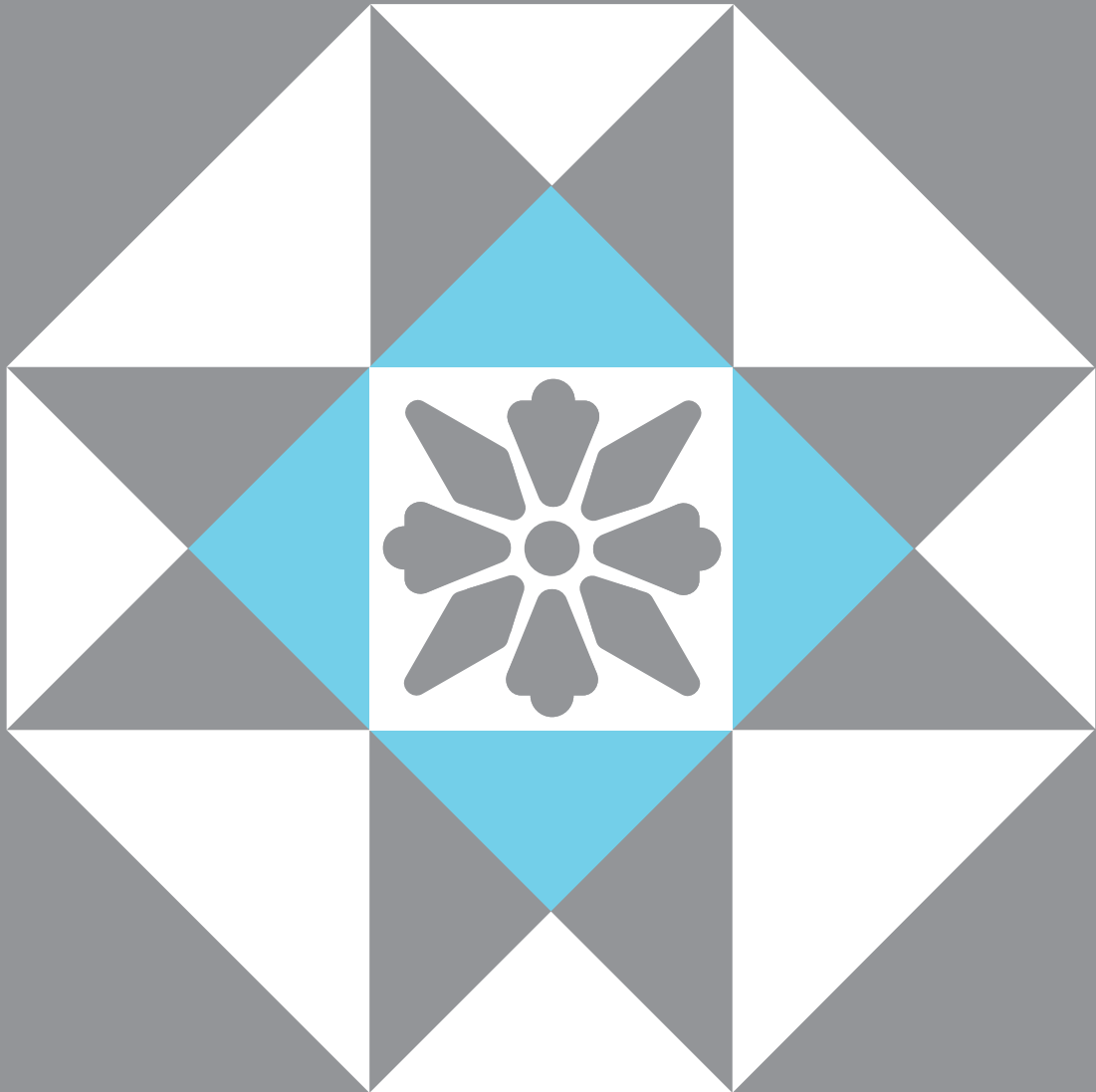
We'd also like to chat with older members and record their memories of the Baths.

Here's just a few of the other activities and achievements from the past year:

- Discovered that the Turkish suite was constructed using the patent metal shutter system invented by Victorian concrete pioneer Charles Drake.
- Found new plans in Glasgow archives which show changes to the building.
- Created a video about our amazing sand filtration system.
- Found 1914 photos of the Baths in the first edition of Scottish Country Life.
- Used the membership books to see who joined the Baths in the early years.
- Identified notable Glasgow residents were members (plenty of men so we're keen to soon find out more about the women members!)
- Secured funding to organise a talk about the history of women's swimming for Book Week Scotland 2017 in partnership with Glasgow Women's Library and the History Girls Scotland.
- Presented to Scotland's Community Heritage Conference in November 2017: a video of the presentation is on the website

In early 2018 we set up a website and blog to record and share our discoveries and activities. See it at <https://arlingtonbathshistory.wordpress.com>

# 10 Constitution





# 10

## Constitution

### Name

The name of the Club is the “ARLINGTON BATHS CLUB.”

### Objects

The objects of the Club shall be to provide facilities for and to promote participation in the amateur sports of swimming, exercise and fitness and the provision of leisure facilities at 61 Arlington Street, Glasgow (hereinafter called the “Heritage”) for the benefit of the members and others as provided for in these Rules. The Heritage and all other assets of the Club shall be used only in pursuance of these objects and shall not be distributed or devolved to the members or any of them or third parties. Neither the Heritage, nor any part thereof, nor any of the other assets of the Club shall be distributed or devolved to any person or class of persons other than in pursuance of a winding up in accordance with the provisions of these Rules.

### Membership

Membership of the club shall be open to anyone interested in swimming, exercise and fitness regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs on a non-discriminatory and fair basis.

The Club shall consist of Full Members and Supernumerary Members having the following rights and privileges;

(A) Full Members will have unrestricted access to the facilities and will enjoy all the privileges of the Club, will be entitled to vote at all general meetings and will be eligible for election to the Board of Management (hereinafter called the “Board”). There will be four classes of Full Membership and subscriptions applicable on a non-discriminatory and fair basis.

(i) Ordinary, being open to ladies and gentlemen over the age of 18 years who pay the ordinary rate of annual subscription;

(ii) Country, being open to ladies and gentlemen who have their residence and, if applicable, their place of work outside a radius of 30 miles of the Heritage and who pay the country members rate of annual subscription; and

(iii) Low Income. Joining fee waived and those who want to take advantage of the reduced price membership must apply to the secretary of the club and demonstrate that the full cost of membership would not be affordable to them.

(iv) Life, being open to ladies and gentlemen who pay the life members subscription. Any Full Member shall be entitled to introduce up to four visitors at a time but not more frequently than once every two months. The introducing member shall be responsible for the good conduct of visitors and shall ensure that they conform with the Rules and Bye-Laws of the Club.

(B) Supernumerary members will have such access to the facilities and enjoy such privileges of the Club as their respective terms of membership shall allow, on a nondiscriminatory and fair basis, will have no vote at general meetings and will not be eligible for election to the Board of Management. There will be five classes of Supernumerary Membership-

(i) Junior, being open to boys and girls under the age of 15 (“Children”) and boys and girls between the ages of 15 to 18, inclusive, (“Juveniles”) who pay the Children and Juveniles subscription rates, as the case may be, and who have such access to the facilities and enjoy such privileges as the Board may determine;

(ii) Student, being open to persons not normally resident in or within a radius of 30 miles of the Heritage, who are matriculated students at a Glasgow university or college, who pay the Student rate of subscription and who have such access to the facilities of the Club and enjoy such privileges as the Board may determine;

(iii) Stranger, being open to persons not normally resident in or within a radius of 30 miles of the Heritage, who pay the Stranger rate of subscription and who have such access and enjoy such privileges as the Board may determine;

(iv) Honorary, being open to persons elected by the Board or by the members in general meeting in recognition of outstanding service to the Club or outstanding personal or sporting achievement, who should not normally pay a subscription and who should have such access to the facilities and enjoy such privileges as the Board may determine; and...

## Constitution (Cont.)

(v) Daily, being open to persons over the age of 18 years for the duration of one day only upon registering in accordance with requirements of the Board and paying the daily member rate of subscription and who should have such access to the facilities and enjoy such facilities as the Board may determine. Persons who have been full members within the immediately preceding period of two years will not be admitted as daily members.

### Office-bearers

The Office-bearers of the Club shall consist of a Chairman, Vice Chairman, Secretary and Treasurer. The offices of Secretary and Treasurer may be held by the same person. The Office-bearers shall be appointed at the first meeting of the Board after the annual general meeting and they shall hold office for one year but shall be eligible for re-appointment.

### The board

The Office-bearers and a committee of up to ten members shall form a Board of management of the Club. Only a member who is eligible for election to the Board and has been a member of the Club for at least two years may join the Board. One third of the members of the Board will retire annually in rotation at the annual general meeting but shall be eligible for re-appointment. The Board may fill vacancies in its number occurring at any time during the year, subject to any such co-options being confirmed at the next annual general meeting.

### Powers of the board

The whole management of the business, assets and affairs of the Club shall, subject to the Rules and Regulations of the Club, be vested in the Board, except that the Board shall have no power to make any distributions of any kind to the members or any of them. The Board shall have the power to borrow moneys and, with the consent of the members' in general meeting, grant security over the Club's assets in respect thereof. The Board may delegate any of their powers to any employee of the Club or to any committee consisting of one or more Board members. The Board may issue Bye-laws of the Club from time to time in its absolute discretion and these shall be binding on the members unless set aside in general meeting.

The title to any heritable property of the Club, or any interest therein, shall be taken in the names of the Chairman, the Treasurer and the Secretary as trustees of the Club. All necessary deeds and other formal writings of the Club shall be validly executed by the Club if signed on its behalf by any two of the Office-bearers or any two other members of the Board as the Board may resolve. The Club may sue and be sued in the joint names of the Chairman and Secretary for the time being.

### Meetings of the board

The Board shall meet regularly to transact its business. Any two members of the Board may requisition a meeting of the Board by giving to all of its members not less than ten days prior notice in writing. Four members of the Board shall constitute a quorum. All decisions of the Board shall be taken by a simple majority of those attending and voting.

### Personal interests

No member of the Board may be a party to, or otherwise be interested in, any transaction or arrangement with the Club or in any body corporate in which the Club is otherwise interested, unless and until he has disclosed to the Board the nature of his interest and the Board, with the member concerned abstaining from any vote, has approved the transaction or arrangement in question. Material details of any such transactions approved by the Board shall be included in each report to members accompanying the annual financial statement of the Club for as long as the transaction or arrangement concerned has a bearing on the affairs of the Club. If a member of the Board fails to obtain approval as aforesaid, he shall be accountable to the Club for any remuneration, profit or other benefit which he derives, directly or indirectly, from any such transaction or arrangement or interest of the Club.

### Chairman

At all general meetings of the Club and all meetings of the Board the Chairman, whom failing the Vice-Chairman, whom failing an attending member elected at the meeting shall take the chair. The chairman of the meeting shall have a casting vote as well as a deliberative vote.

## Constitution (Cont.)

### Secretary

The Secretary shall record in the minute book full and correct minutes of the proceedings of the Board and shall keep a full and accurate register of all members of the Club.

### Treasurer

The Treasurer shall receive and disburse all moneys due to and by the Club. He shall keep correct books and accounts showing the financial affairs and intromissions of the Club. He shall close the accounts annually on the 31st. day of March and shall prepare a financial statement for the past twelve months and submit the same to an Auditor elected by the members in general meeting.

### Admission of full members

Applications for admission to full membership of the Club shall be submitted to the Board on a non-discriminatory and fair basis. Not more than 30 days shall elapse between the receipt by the Secretary of an application for full membership and the notification to the applicant of the decision of the Board.

### Admission of supernumerary members

All applications for supernumerary membership shall be submitted to the Board in such form as they shall prescribe from time to time. Daily membership will be granted immediately to applicants who qualify under these Rules, who provide proof of identity and register for membership, who pay the daily membership fee and any relevant deposit in advance and who comply with any other reasonable pre-admission requirements stipulated by the Board having due regard to the interests of the Club.

### Subscriptions

The club will keep subscriptions at levels that will not pose a significant obstacle to people participating. Any entrance fees and the rates of subscription for all classes of members shall be such sums as the Board shall from time to time propose to the Full Members and the Full Members shall approve in general meeting by a simple majority of those attending and voting. Annual subscriptions shall be payable to the Club on or before the 31st. day of March each year. In the case of members (other than Daily Members) admitted after 31st.

March in any year, the subscription shall be payable on receipt of the notification of election to membership and no member shall have access to the facilities until the subscription due shall have been paid in full. Any existing member who fails to pay the annual subscription when due shall, if the Board so decides, be debarred from all the privileges of the Club and shall have no vote at any meeting of the Club at which he would be entitled to attend and vote.

### Resignation and expulsion

Any member may resign from the Club at any time by delivering to the Secretary a letter of resignation. The Board shall have power to expel any member from the Club upon giving that member a written notice to that effect in the following circumstances:- (a) the member failing to pay any sum due to the Club after receiving a written demand for the same; (b) the member repeatedly violating the Rules or Bye-laws of the Club; (c) the member being convicted of a criminal offence; and (d) the member being guilty of indecent or dishonourable behaviour or behaviour likely to bring the Club or sport into disrepute. No member shall be entitled to receive a rebate of subscription in respect of any part of the year during which the facilities of the Club have not been utilised by reason of resignation or expulsion. Appeal against removal may be made to the members.

### Annual General Meeting

The Annual General Meeting of the Club shall be held in May each year to conduct the ordinary business of the Club, being the consideration of the annual report of the Board, the adoption of the annual financial statement, the election of members to the Board and the appointment of an auditor and to conduct any special business proposed by the Board. Notice calling the Annual General Meeting each year shall be posted on the Club's notice board at least one month in advance and the Secretary shall send by post or electronic mail to the Full Members, at least seven days prior to the meeting, a copy of the agenda, the annual report, the annual financial statement, a note of the names of the members proposed for election to the Board and details of any special business proposed to be discussed together with a copy of any proposed resolution or motion to

## Constitution (Cont.)

be put to the meeting. All nominations for election to the Board shall be in the hands of the Secretary at least fourteen days before the date of the Annual General Meeting.

### Extraordinary General Meeting

The Board may at any time (and shall if it is requisitioned to do so in accordance with the terms of this Rule) call an extraordinary general meeting of the Club upon giving to every Full Member in writing or by electronic mail to the address registered for each such member, not less than 14 days notice. The notice shall state the business to be discussed and shall contain a copy of any proposed resolution or motion to be put to the meeting. An extraordinary general meeting may be called on a requisition, signed by, not less than 20 Full Members, being presented to the Secretary. The requisition shall state the business to be transacted and shall include a copy of any proposed motion or resolution to be put to the meeting. The Board shall thereupon convene an extraordinary general meeting, the notice of which shall be sent out in accordance with this Rule not later than 21 days after receipt by the Secretary of the requisition.

### Quorum

The quorum for all general meetings of the Club shall be 20 Full Members present. If a quorum is not present, the meeting shall be adjourned to a date and time to be determined by the Chairman. The Full Members present at a any meeting adjourned as aforesaid shall, whatever their number, constitute a quorum.

### Alteration of rules

No alteration or addition to these Rules shall be valid except at the annual general meeting or at an extraordinary general meeting called for that purpose where the resolution or motion proposing the same is passed by a majority of at least two-thirds of those attending and entitled to vote.

### Service of notice

Every notice issued in terms of these Rules shall, if sent through the post, be deemed to have been served at the time at which it shall have been posted.

### Supply of excisable liquor

No excisable liquor shall be supplied for consumption outside the Heritage except to a member on the premises and for his own consumption, nor shall any be sold or supplied to any person under the age of 18 years.

### Winding up

Upon a winding up of the Club, the whole assets, property and effects of the Club shall, after payment of the Club's debts and liabilities contracted for before such winding up, be applied and paid over to a registered charitable or other non-profit making organisation or a registered CASC as the Board shall in its sole discretion resolve, and failing, such resolution, to the National Trust for Scotland and any successor of that organisation.







