

ARLINGTON BATHS CLUB

Annual Report 2015

A high-angle photograph of a swimmer in a pool. The swimmer is wearing a dark cap and a bright orange and black swimsuit, and is captured in a freestyle stroke. The water is clear and blue, with ripples and reflections. The pool's edge is visible in the top left corner. The logo for The Arlington Baths Club is overlaid on the right side of the image.

THE
ARLINGTON
BATHS CLUB

ARLINGTON BATHS CLUB

ANNUAL GENERAL MEETING



Notice is hereby given that the Annual General Meeting of the Club will be held at the Baths on Wednesday 27th May 2015 at 7pm.

Tim Pearson
Honorary Secretary

Glasgow
14th May 2015

AGENDA

- 1 Minutes of the Annual General Meeting of 11th June 2014
- 2 Report & Accounts for the year ended 31st March 2015
- 3 Election of Board Members
- 4 Any Other Competent Business
 - 4.1 Community Amateur Sports Club Status

Board of Management 2014- 2015

Gordon McDougall	Chairman	Elected	2011
Tim Pearson	Treasurer/Secretary	Elected	2009
Mandy Ford		Elected	2013
Alastair MacNaughton		Elected	2011
Fiona MacDonald		Elected	2014
Bronwyn Sutton		Co-opted	2014

ARLINGTON BATHS CLUB

Chairman's Statement



The Board of Management submits with this Statement the Reports and Accounts for the year ended 31st March 2015. The Club's Treasurer will comment on the Accounts in the Treasurer's Report

FABRIC

Improvements to the building continued. The poolside changing rooms were decorated and new shower cubicles installed in the Upper Showers and work took place in the pool tank to remove surface cracks and to improve the water circulation.

STRATEGIC PLAN

Historic Scotland awarded us 'Category A' status, recognising Arlington Baths Club as a building of 'national or international significance'. With this in mind we have continued our engagement with Page|Park Architects and are working towards producing a short, medium and long term development plan for the club with associated costs. As reported last year, we will consult members on these outcomes and form a case for external funding towards the costs of renovation.

STAFFING

Our new General Manager continues to work hard to carry forward major development plans, improve staff training, service delivery and quality, maximise value for money and develop internal and external communications.

MEMBERSHIP

Maintaining membership will always be the number one priority for the club. At the end of the year we reached 1001 members which was significantly up on last years figure. If we can keep membership at this level we can carry out further improvements.

PUBLICITY, MARKETING AND RECRUITMENT

Positive articles in the media continue to help our recruitment campaign. We appeared on STV's Riverside Show and had a small article in The Herald promoting the Member Art Exhibition last December. We targeted advertising in the Westender magazine and the Glasgow Film Theatre Programme and were involved in the Glasgow Doors Open Day event in September, which allowed many people an insight into the club, which in turn produced many new members. We continue to promote Club activities through our Facebook and Twitter and send periodic update emails to all members. Our Food Group efforts raise cash for the restoration fund.

ANNUAL SHUTDOWN

The Baths will close for the annual shutdown at 9.30pm on Friday 24th July and re-open at 7.00am on Monday 3rd August. This is as short a period as we manage to allow for plant maintenance and ongoing renovation work. Arrangements will be made for members to have the use of the facilities at the Western Baths during the shutdown.

ACKNOWLEDGEMENTS

Thanks to our Treasurer Tim Pearson for ensuring the accounts were kept in good shape, to the board members who gave so much of their time, to all volunteers who helped with publicity, events and catering. And last but not least, thanks to the staff for all they do for us.

GORDON MCDOUGALL

CHAIRMAN

May 2015

- Membership levels, excluding juniors, are now nudging 1,000.
- Turnover, for the first time, is above £½ million.
- Debt continues to fall and is now below £300,000.
- Surplus for year to 31st March 2015 is almost £80,000.

The club operates on a not-for-profit basis. All the surplus that is generated is put towards the twin objectives of reducing the debt and improving the club.

At current membership levels the financial position of the club looks healthy.

INCOME

Subscription revenues are up around 8.5% in the year due to increased membership numbers. There is also sufficient membership demand that the club can operate a short waiting list.

Rental and commission revenue streams have also risen. And the Board remains committed to exploring new revenue streams.

Club merchandise lines now include mugs, tote bags and a photo essay book. All sales proceeds are ring-fenced for the renovation fund.

Fundraising, this year, included food nights and gigs in the lounge. Also a successful Art Exhibition in December. A big thank-you to all the artists, cooks and volunteers who contributed to these events.

EXPENDITURE

All club staff, including part time staff, are now paid at or above the living wage. The intention is to use the living wage as an index for future increases. Although hourly rates have increased, rationalisation of shift patterns and less over-time have contributed to a slight reduction in costs.

Spend on cleaning and chemicals has increased due to more activity. Prices were actually negotiated lower by our GM.

After a period of big increases, fuel prices and usage consistent with previous year. That said the club remains exposed to the vagaries of fuel prices.

The Club continues to invest in property repairs and improvements to the club. This policy is all about attracting new members, retaining existing members and seeking to increase the average length of membership.

This year saw successful advertising campaigns, which we can now monitor, with GFT and Westender magazine. Doors Open Day also continues to be an important recruiting tool.

The club will keep striving to obtain best value across all expenditure heads.

2015/2016 SUBSCRIPTIONS

Full Subscriptions are held at the same level - £616 - for the sixth year.

Tim Pearson
TREASURER
May 2015





ARLINGTON BATHS CLUB

STATEMENT OF THE BOARD OF MANAGEMENT'S RESPONSIBILITIES

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.

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ARLINGTON BATHS CLUB



We have audited the accounts of Arlington Baths Club for the year ended 31 March 2015, 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).

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 2015 and of its surplus for the year then ended and have been properly prepared in accordance with the Club's accounting policies.

Chartered Accountants & Statutory Auditors

14th May 2015

145 St Vincent Street, Glasgow, G2 5JF

M Gray, M Auster + M C'ibba

ARLINGTON BATHS CLUB

REVENUE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2014

	NOTE	31st March 2015 £	31st March 2014 £
REVENUE			
Members annual subscriptions		472,038	434,701
Percentage of entry money			
And life funds	11	1,495	1,759
		<u>473,533</u>	<u>436,460</u>
Visitor and school fees		15,961	22,358
Merchandise		620	96
Reading Room Rental		9,775	7,525
Fundraising, Donations, Bar and Catering	3	4,929	3,823
		<u>504,818</u>	<u>470,262</u>
EXPENDITURE			
Salaries Wages & NIC		143,617	144,130
Cleaning & Chemicals etc		12,530	10,133
Fuel		53,738	54,479
Water		19,463	27,103
Light and Power		41,505	37,406
Rates and insurance		10,021	9,152
Repairs & renewals			
Property (inc Cool Room refurb)		71,343	53,051
Plant & equipment		9,835	9,886
Newspapers & magazines		2,915	2,347
Printing stationery and advertising		6,118	5,824
Telephones		1,269	1,141
Sundries		12,381	5,998
Depreciation		3,723	4,513
Audit & Accounting		2,724	2,670
Overdraft & loan interest paid		4,831	6,310
Bank charges		5,731	5,691
Equipment leasing		24,007	24,418
		<u>425,751</u>	<u>404,252</u>
NET SURPLUS		<u>79,067</u>	<u>66,010</u>

ARLINGTON BATHS CLUB

BALANCE SHEET AS AT 31st MARCH 2014



	NOTE	As At 31st March 2015 £	As At 31st March 2014 £
<u>TANGIBLE FIXED ASSETS</u>	2	<u>523,374</u>	<u>527,103</u>
<u>CURRENT ASSETS</u>			
Stocks	4	3,430	3,184
Debtors	5	7,260	11,313
Investments - premium bonds		10	10
Cash at bank and in hand	6	<u>14,524</u>	<u>9,299</u>
		<u>25,224</u>	<u>23,806</u>
<u>CREDITORS</u>			
Amounts due within one year	7	<u>119,638</u>	<u>194,521</u>
Net current liabilities		<u>(94,414)</u>	<u>(170,715)</u>
<u>CREDITORS</u>			
Amounts due after one year	8	<u>175,000</u>	<u>180,000</u>
<u>NET ASSETS</u>		<u>253,960</u>	<u>176,388</u>
Represented by:			
DEBENTURES	9	121,000	121,000
CAPITAL ACCOUNT	10	124,486	45,419
LIFE MEMBERSHIP & ENTRY MONEY FUND	11	<u>8,474</u>	<u>9,969</u>
		<u>253,960</u>	<u>176,388</u>

ARLINGTON
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1. ACCOUNTING POLICIES

(a) **Basis of preparing Financial Statements**

The accounts are prepared on the going concern basis which assumes that it will continue in operation for the foreseeable future. The Club meets its day to day working capital requirements through a bank overdraft and loan facilities. The Board of Management believe that the Club will be able to maintain positive cash flows for the foreseeable future and accordingly will be able to operate within the level of it's current facilities. Due to the fact that all the facilities are not formally agreed for the next twelve months there is a degree of uncertainty, however the Board of Management are confident that appropriate facilities will be agreed/obtained in order that the Club continues in operation.

(b) **Accounting Convention**

The accounts have been prepared under the historical cost convention.

(c) **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.

(d) **Levy and donations**

Levy monies and donation are credited directly to the Revenue Account on receipt.

(e) **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 equipment.

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2. TANGIBLE FIXED ASSETS

Cost	Freehold property	Building Improvements	Plant & Equipment	Total
	£	£	£	£
Beginning of Year	500,000	-	208,301	708,301
Additions		-		0
End of Year	500,000	-	208,301	708,301
Accumulated depreciation				
Beginning of Year	-	-	181,204	181,204
Charge for year	-	-	3,723	3,723
End of Year	-	-	184,927	184,927
Net book amount	500,000	-	23,374	523,374

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

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3. FUNDRAISING, DONATIONS, BAR AND CATERING

	As At 31st March 2015	As At 31st March 2014
	£	£
Sales	8,480	5,831
Cost of Sales	(3,551)	(2,008)
Gross Profit	<u>4,929</u>	<u>3,823</u>

4. STOCKS

Fuel, towels and sundries	2,519	1,735
Bar stocks	911	1,449
	<u>3,430</u>	<u>3,184</u>

5. DEBTORS

Payments and accrued income	7,260	11,313
Sundry debtors	-	-
	<u>7,260</u>	<u>11,313</u>

6. CASH AT BANK IN HAND

Cash in hand	58	276
Renovation Fund	14,466	9,023
	<u>14,524</u>	<u>9,299</u>

7. CREDITORS – AMOUNTS FALLING DUE WITHIN 1 YEAR

Pre paid subscriptions	29,386	34,478
Bank loan	5,000	5,000
Bank overdraft	73,078	140,779
Sundry creditors and accruals	12,174	14,257
	<u>119,638</u>	<u>194,521</u>

8. CREDITORS – AMOUNTS FALLING DUE AFTER 1 YEAR

Bank Term Loan	<u>175,000</u>	<u>180,000</u>
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	As At 31st March 2015 £	As At 31st March 2014 £
9. DEBENTURES		
Beginning of year	121,000	121,000
Added in year	-	-
End of year	<u>121,000</u>	<u>121,000</u>

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	45,419	(20,591)
Net Surplus for year	<u>79,067</u>	<u>66,010</u>
Balance at end of year	<u>124,486</u>	<u>45,419</u>

11. LIFE MEMBERSHIP AND ENTRY MONEY FUND

Balance at beginning of year	9,969	11,728
Credited to revenue account	<u>(1,495)</u>	<u>(1,759)</u>
Balance at end of year	<u>8,474</u>	<u>9,969</u>

12. CONTINGENCY 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.



ARLINGTON BATHS CLUB

RULES AND REGULATIONS

1. NAME - The name of the Club is the "ARLINGTON BATHS CLUB."

2. 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 (herein-after 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.

3. 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 three 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;
- (iii) 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
- (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 non-discriminatory 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;

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- (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
- (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.

4. 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.

5. 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.

6 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.

ARLINGTON BATHS CLUB

RULES AND REGULATIONS



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.

7. 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.

8. 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.

9. 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.

10. 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.

11. 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.

12. 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.

14. 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.

15. 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.

16. 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.

17. 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 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.

18. 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.

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RULES AND REGULATIONS



19. 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.

20. 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.

21. 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.

22. 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.

23. 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.

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