



# **Turrumurra Bowling Club**

**Common By-laws**

*for the*

**Turrumurra Bowling Clubs**

30 January 2024

This page is intentionally blank.

## CONTENTS

1.0	PRELIMINARY .....	4
1.1	General .....	4
1.2	Definitions .....	4
1.3	Interpretation.....	4
1.4	Amendments.....	5
2.0	OVERVIEW.....	5
3.0	OBJECTIVES .....	5
4.0	TURRAMURRA BOWLING CLUB COMMITTEE MEMBERS & ROLE .....	5
4.1	Members .....	5
4.2	Role.....	5
5.0	MEMBERSHIP .....	6
5.1	Bowling Membership .....	6
5.2	Life Membership Guidelines .....	6
5.3	Non Bowling (Restricted) Membership Guidelines.....	7
5.4	Merit Award Guidelines .....	7
6.0	DUTIES OF OFFICE BEARERS.....	7
7.0	OTHER COMMITTEES .....	7
7.1	Match Committee & Selection Committee.....	7
7.2	Coaching Committee.....	8
7.3	Umpires Committee .....	8
8.0	PLAYING REGULATIONS .....	9
8.1	Laws of the Game.....	9
8.2	Game Fees.....	9
8.3	Special Games .....	10
8.4	Reserved Rinks .....	10
8.5	Private Games .....	10
8.6	Right to enter Competitions.....	10
8.7	Uniforms.....	10
8.8	Smoking on the Greens .....	11
8.9	Player Rating System.....	11
8.10	Members wishing to Play. ....	11
8.11	Visiting Bowlers .....	11
9.0	ACCESS TO AND CARE OF GREENS.....	12
9.1	Access to Greens .....	12
9.2	Availability of Greens .....	12
9.3	Usage of Greens .....	12
9.4	Hours of play .....	12
9.5	Green Closure.....	13
9.6	Conduct on Greens.....	13
9.7	Complaints.....	13
9.8	Communications .....	13
10.0	DISCIPLINE OF MEMBERS.....	13
10.1	Disputes and Objections .....	13
10.2	Reprimands, Resignations, Suspensions and Expulsions .....	13

## 1.0 PRELIMINARY

### 1.1 General

These By-Laws & Regulations have been made by the Turrumurra Bowling Sub-Committee, following amendments by the Board to the Turrumurra Bowling Club Limited By-Laws, Regulations & Rules published July 2023.

### 1.2 Definitions

In these By-laws, the following expressions are used and defined below:

**“TBCL”** means Turrumurra Bowling Club Limited (i.e., The Registered Club).

**“TBC”** means Turrumurra Bowling Club (i.e., The joint Bowling Club).

**“TBCC”** means Turrumurra Bowling Club Committee.

**“TMBC”** means Turrumurra Men’s Bowling Club, an Open Gender Club since 7 December 2019.

**“TWBC”** means Turrumurra Women’s Bowling Club.

**“Mixed Bowls”** means Men’s & Women’s Bowling Events with an agreed makeup of teams.

**“Open Bowls”** means Open Gender Bowls, any mix of makeup of teams.

**“Open Gender”** means any natural person.

**“By-laws, R&R”** means By-laws, Regulations and Rules.

**“BA”** means Bowls Australia.

**“BNSW”** means Bowls NSW Limited.

**“WBNSW”** means Women’s Bowls NSW.

### 1.3 Interpretation

These By-laws, R&R are to be read subject to the Constitutions of TMBC and TWBC and in the event of any inconsistency, the Constitution(s) shall prevail.

The decision of TBC on the meaning or interpretation of any By-law, Regulation or Rule shall be conclusive and binding on all Bowling Members of the Club, unless and until such decision shall be overruled. Such nullification shall not invalidate any act done based on the TBC decision prior to such overruling.

**Any heading attached to these By-laws, R&R shall not affect the construction thereof.**

## 1.4 Amendments

TBC may amend, rescind, or add to the By-laws, R&R at any time and any such variation shall come into force and be fully operative upon the posting of an appropriate notice on the official Club Noticeboard.

**These By-laws, R&R are binding on each Bowling Member of the club in the same manner as if each member had subscribed their name thereto.**

## 2.0 OVERVIEW

The unification of Women's Bowls NSW and the Royal NSW Bowling Association resulted in BNSW becoming the sole State Body controlling all bowls from 1 July 2021. BNSW preference is for Men's and Women's Clubs to also unify.

## 3.0 OBJECTIVES

Turrumurra Bowling Sub-Committee was set up in March 2022 to investigate the best way forward for administration of Lawn Bowls at Turrumurra, bearing in mind committee's such as Coaches and Umpires were already 'unified'.

The Board revised the By-laws, R&R for TBCL on 28 March 2022, reducing the Board's focus on functional and administrative matters of the Company. Thus, leaving the bowling-related content of the Men's and Women's Bowling Clubs to include in their own documentation. The Sub-Committee therefore decided the best way forward was to incorporate deleted clauses from TBCL into a new set of By-laws, R&R, also incorporating commonly agreed clauses after review of both TMBC and TWBC By-laws, R&R.

## 4.0 TURRAMURRA BOWLING CLUB COMMITTEE MEMBERS & ROLE

### 4.1 Members

- 4.1.1 The TBCC shall be made up of, but not limited to, TMBC and TWBC Presidents, Vice Presidents, Secretaries, Chairpersons of Coaches, Umpires and Mixed Bowls.
- 4.1.2 The Chairperson shall be elected by the TBCC.

### 4.2 Role

- 4.2.1 Ensure Open and Mixed Bowling activities are actively promoted.
- 4.2.2 Committee members will liaise with the respective Chairperson of all sub-committees concerned with 'Bowling' to communicate matters of common/mutual interest to ensure that Open bowling activities are controlled effectively and professionally.
- 4.2.3 Actively promote any changes needed to provide playing opportunities for all existing and potential members' e.g., working people, young people and juniors.

## 5.0 MEMBERSHIP

### 5.1 Bowling Membership

- 5.1.1 TBCC is responsible for the recruitment and retention of Bowling Members of the Turrumurra Bowling Club.
- 5.1.2 TBCC shall receive, through the Secretary, all applications for bowling membership of the Club which must be made in the form and manner prescribed in Clause 19 of the TBCL Constitution.
- 5.1.3 TBCC shall deal with all matters relating to the reception and assimilation of new bowling members into the Club and update new member information in Bowlslink.
- 5.1.4 Utilise appropriate points from any BA, BNSW publications/booklets as the base to develop and introduce a specific strategy for the TBC.
- 5.1.5 Monitor club membership so as to minimise the loss of existing members.
- 5.1.6 Regularly monitor progress against TBCC's current objectives/strategy plans and also the strategic plans of the Board.

### 5.2 Life Membership Guidelines

**The following guidelines are for awarding of Life Membership and are in addition to Clause 14 of the TBCL Constitution, which defines Life members:**

- 5.2.1 Any two members can nominate another member for Life Membership by simply conveying the nomination to the Secretary of TMBC/TWBC, as appropriate, in writing.
- 5.2.2 TMBC or TWBC, after consideration and if approved, must then pass their recommendation to the Board for its approval.
- 5.2.3 The potential recipient should not be made aware of a nomination until such time as the nomination has been approved by the Board. The Board will then proceed to the next general meeting through an appropriate Notice of Motion.
- 5.2.4 A nominee, to be worthy of the award, must have made a significant contribution to the Club – well beyond that which would ordinarily be expected of a member, even if that member is also an office bearer of the Club.
- 5.2.5 Nominees would, except in exceptional circumstances, be expected to have been members of the Club for a minimum of ten (10) years.
- 5.2.6 Life Membership is the highest accolade that the Club can bestow on a member.
- 5.2.7 Once approved by the members at a general meeting, the Membership Chairperson will arrange for issue and notification of a unique Registration Number (LMnn) in ascending order of appointment.
- 5.2.8 Life Members shall be entitled to all the privileges of a Member but without being liable for Annual Subscriptions to the Club.

### 5.3 Non Bowling (Restricted) Membership Guidelines

The following guidelines are for inviting Bowling Members to take up Non-Bowling (Restricted) Membership and are in addition to Clause 13 of the TBCL Constitution, which defines Non Bowling (Restricted) Members;

- 5.3.1 Invitations would, except in special circumstances, only be made to those Bowling Members who have been members for a minimum of five (5) years.
- 5.3.2 Shall be invited by TMBC or TWBC, as appropriate, or by the TBCC.
- 5.3.3 Non Bowling (Restricted) Members shall NOT be affiliated with BNSW.
- 5.3.4 According to the constitution of the TWBC, Restricted Members cannot vote at TWBC meetings but they will be entitled to vote at TBCL and TMBC meetings.

### 5.4 Merit Award Guidelines

**The following guidelines are for the awarding of Merit Awards e.g. Tie Bars and Merit Badges, to TBC Members:**

- 5.4.1 A nominee, to be worthy of a merit award, must have made a significant contribution to the Club over a considerable period of time.
- 5.4.2 A nominee may, during that time, have been an office bearer of the club but nevertheless, is someone who is clearly seen to have done more than “just doing their duty”.
- 5.4.3 Tie Bars/Merit Awards will be assessed and awarded as considered appropriate by the TMBC/TWBC and are not subject to a formal nomination procedure.

## 6.0 DUTIES OF OFFICE BEARERS

- 6.1.1 Duties of TBCC Office Bearers are specified in the TMBC and TWBC By-laws, R&R.
- 6.1.2 The Secretaries of TMBC and TWBC shall be responsible for the content of all notices on their separate sections of the Notice-Boards. Notices must not be placed thereon without obtaining their express approval.

## 7.0 OTHER COMMITTEES

### 7.1 Match Committee & Selection Committee

- 7.1.1 The Committee will develop a schedule of Open and Mixed bowls events to promote Open Gender bowling across both Clubs.
- 7.1.2 Open and Mixed Bowls events will be managed by a combined TBC Match Committee and Selection Committee of at least 5 members. Composition of the Committee will be made up of, but not limited to, 2 representatives each from the respective TMBC and TWBC Match Committees and Selection Committees.

- 7.1.3 The Chairperson of the Committee shall be elected by the TBCC Committee.

## 7.2 Coaching Committee

- 7.2.1 The Coaching Committee shall be comprised of all coaches and shall meet regularly. Minutes of each meeting shall be kept and presented to the TBCC.
- 7.2.2 The Chairperson shall be elected by members of the Coaching Committee.
- 7.2.3 The Chairperson shall provide reports to the TBCC as required.
- 7.2.4 Coaches' duties shall be to instruct new players in the game of Bowls and to assist other members who may be desirous of receiving instruction.
- 7.2.5 Advise Duty Selector of a new bowler's first game.
- 7.2.6 Ensure membership application has been approved before a new bowler's first game.

## 7.3 Umpires Committee

- 7.3.1 The Umpires Committee shall be comprised of all National Umpires and Measurers and shall meet regularly to keep up to date with the laws and measuring techniques. Minutes of each meeting shall be kept and presented to the TBCC.
- 7.3.2 The Chairperson shall be elected by Members of the Umpires Committee.
- 7.3.3 Duties of Club Chairperson of Umpires:
- a) Chair Club National Umpires Panel.
  - b) Organise Roster of National Umpires for Club Competition Events, Pennant Matches and other Zone/District Events played at own Club. In so doing, ensure that all Umpires regularly have the opportunity of being Umpire for the Day so as to maintain their experience and enthusiasm.
  - c) Conduct Meetings of Club National Umpires and Measurers at least four (4) times a year – these meetings to include practice of Green Measuring Techniques.
  - d) Conduct Annual General Meeting of National Umpires and Measurers to elect Chairperson of Umpires for the following year.
  - e) Provide reports to the TBCC as required.
  - f) Ensure that the Club has an adequate number of Umpires. The recommended quota of Umpires is suggested to be about 10% of bowling members. Encourage new bowlers to take up umpiring or measuring and introduce them to the necessary courses.
  - g) With Measurers, conduct own courses to cover the syllabus and then arrange with the Zone/District Umpires Panel for them to be examined.
  - h) On receipt of List of National Umpires and Measurers due for re-accreditation that year:



- Inform the Zone/District Umpire Educators immediately of any variations.
- Ensure that those re-accrediting are fully prepared for their Law and Measuring Technique Exams.
- i) Liaise with the Zone/Sector Umpire Educators through its Chairperson or Secretary:
  - Umpiring problems at the Club – raise with Zone/District Panel who, if they cannot provide the answer, will then take it up with the BNSW Umpires Advisory Panel.
  - Distribute material received from the Zone/District Panel Secretary to all Club Umpires and Measurers if appropriate.
  - Action promptly all requests from the Zone/District Panel Secretary.
- j) Liaise with the Club Match Committee to ensure that it abides by BNSW and Zone/District Conditions of Play.
- k) Liaise with the Club Match Committee/Bowls Administrator to ensure that on relevant days:
  - The name of the Duty Umpire is announced and given the opportunity to address the players.
  - The Duty Umpire is informed of the name of the Representative of the Controlling Body of the Day.
  - A fully-equipped Umpire's Kit shall be placed near the green prior to the commencement of play.
  - Any dispute between competitors shall be referred to the official Umpire for the Day whose decision shall be final.
- l) Liaise with the TBCC in the active promotion of the status of Umpires within the Club.

## 8.0 PLAYING REGULATIONS

### 8.1 Laws of the Game

Unless otherwise arranged with the approval of the TBCC, all games shall be played under the Laws of the Game, including dress as laid down by BA and BNSW.

### 8.2 Game Fees

- 8.2.1 A Game Fee, as determined from time to time by the TBCC, shall be paid by all Bowling Members and visitors when playing in regularly scheduled Club events. The amount of the fee may be specified in three categories:
- a) Where the Club serves refreshments and provides trophies.
  - b) Where the players prepare refreshments and the Club provides trophies.
  - c) Where the Club does not provide refreshments or trophies.
- 8.2.2 Prize money will be determined by the TBCC, dependent upon number of players participating, with additional funds allocated on Sponsored Days.

- 8.2.3 Fees for Pennant Matches and Special Events may be the subject of special determination by the TBCC.
- 8.2.4 When no Club Events are scheduled, greens may be used for individual coaching, practice, or roll-ups. No green fees are then payable.

### 8.3 Special Games

It shall not be within the right of any member or members of the Club to inaugurate any special game or competition without the sanction of the Match Committee. If sanctioned, such games or competitions shall come entirely under the jurisdiction of the appropriate Men's, Women's or TBC Match Committee.

### 8.4 Reserved Rinks

If deemed necessary, the greens or such rinks of it as may be required for competitions and matches shall be reserved by the responsible Match Committee and no member shall have the right to play on any rink so reserved unless they are taking part in the competition or match for which the reservation has been made.

### 8.5 Private Games

All applications for the use of a rink or rinks for private games shall be made to the Chairperson of the appropriate Match Committee at least three days before the proposed game. The Match Committee shall have the power to refuse permission or limit such private games at any time if, in its opinion, such private games may interfere with the playing of scheduled Club events, Club championships or other matches arranged by the Match Committees.

### 8.6 Right to enter Competitions

Only current financial members duly registered by this Club through the relative State Controlling Body i.e. BNSW, shall have the right to enter for and take part in any or all Club Championships and/or Association Events.

Financial multi-members (being financial with TBCL and duly registered by another Club in NSW), are eligible to participate in other competitions and matches organised by the Club. It shall, however, be within the power of the TBCC to frame such regulations as they deem advisable governing the entry to certain Club competitions or matches.

### 8.7 Uniforms

The uniform for play shall be as set down in the BNSW Dress Policy.

## 8.8 Smoking on the Greens

No Member Player, official or anyone else is permitted to smoke on the green during the progress of a game. Refer to the BA and BNSW website for current smoke-free greens & surrounds policy.

## 8.9 Player Rating System

The player rating system adopts ranges from 1 (for Top No. 1 Pennant standard bowlers) to 15 (for beginners etc.) and are set by the Match Committee and Selectors each year for use in handicap and/or graded Club events.

Rating	TBC Grading/Handicap Ranges – Equivalent to Pennant Grade Standard:
1	Genuine No.1 Pennant
2	Top No.2 Pennant
3	Genuine No.2 Pennant
4	Top No.3 Pennant
5	Genuine No.3 Pennant
6	Top No.4 Pennant
7	Genuine No.4 Pennant
8	Top No.5 Pennant
9	Genuine No.5 Pennant
10	Top No.6 Pennant
11	Genuine No.6 Pennant
12	Top No.7 Pennant
13	Genuine No.7 Pennant
14	Bordering on No.7 Pennant
15	Beginner/Battler Standard/Occasional Bowler

## 8.10 Members wishing to Play.

8.10.1 A member wishing to play in a Scheduled Club Event should arrange in person or by telephone, within a reasonable time before the start of the event, for their name to be added to the Entry Sheet.

8.10.2 A member who fails to comply with the foregoing may not be able to obtain a game in that event, depending on the number of players available.

8.10.3 A member who has indicated their intention to play and fails to meet their commitment may be subject to disciplinary action.

## 8.11 Visiting Bowlers

A member wishing to invite a visiting bowler to participate in a scheduled Club Event should inform the Club beforehand to ensure that the visiting bowler can be properly catered for.

## 9.0 ACCESS TO AND CARE OF GREENS

### 9.1 Access to Greens

It is the intention of the TBCC that all members of the Club who participate in the game of Bowls shall have fair and reasonable use of the greens and that maximum use shall be made of the greens keeping in mind the need to maintain the greens in first-class condition.

### 9.2 Availability of Greens

On each day of play, the Chairperson of the Greens Committee, the Men's or Women's Club representatives, the Controlling Body, the Duty Selector, or the Officer-in-charge, in that order if present, may determine, together with the Greenkeeper, which rinks on each green are available for play. In the case of wet weather, the aforesaid will liaise with the Greenkeeper as to the fitness of the greens.

### 9.3 Usage of Greens

**Mondays** Closed for maintenance. Coaching of new players not available on other days may be conducted by arrangement between the Greenkeeper and the Chairperson of Coaches.

**Tuesdays** am and pm Women's Bowls. Any Member, may roll up after 3pm provided all Women's matches have been completed. Available for coaching after 3pm.

**Wednesdays** am and pm Men's Bowls

**Thursdays** am and pm Women's Bowls for Pennants. Any Member, including men, may roll up after 3pm provided all women's matches have been completed. Apart from Pennant season: practice, coaching and short game for all members at 9:20am. Members are encouraged to bring a long a friend to encourage new bowling members.

**Fridays** pm Open Bowls

**Saturdays** am and pm Open Bowls

**Sundays** am Men's, Mixed and Open Championships; pm Casual Bowls

### 9.4 Hours of play

The hours of play, starting times etc., shall be agreed by consultation between the Match Committee responsible for the event and the Greens Sub-committee.

## 9.5 Green Closure

The Board, through the Chairperson of the Greens sub-committee, shall have the power to close any of the greens or any rinks thereof, if it is considered advisable to do so.

## 9.6 Conduct on Greens

9.6.1 When delivering their bowls, members shall do so in such a way as will obviate the risk of marking or damaging the turf, and must not drop a bowl on the green.

9.6.2 The Chairperson of the Greens Sub-committee, the Chairperson of the appropriate Match Committee, or the Controlling Body on that day, may, if a member in the course of play is causing damage to the green, request that member to correct their method of delivery. If they persist they may be refused permission to continue to play at that time.

## 9.7 Complaints

No other member shall interfere with the Greenkeeper/s or discuss with them questions related to the greens. Any complaints by members regarding the condition of the greens, the surroundings, or the conduct of the Greenkeeper/s, must be submitted in writing to the TBSC for consideration by the Greens Committee.

## 9.8 Communications

The Chairperson of the Greens Committee shall keep members conversant with plans for green maintenance and usage by direct address to members on playing days and/or by other communications to members.

## 10.0 DISCIPLINE OF MEMBERS

### 10.1 Disputes and Objections

Any grievances, disputes, objections, and appeals shall be dealt with in accordance with the procedures detailed in the Club Constitution, BNSW Constitution and By-Laws.

### 10.2 Reprimands, Resignations, Suspensions and Expulsions

Members are to be disciplined in accordance with the procedures as set out in the BNSW Constitution and Regulations. No Member shall be sanctioned other than in accordance with Clause 19 of Bowls NSW Regulations (as Amended December 2022) and the processes to which it refers.



Ratified by the Turrumurra Bowling Sub-Committee on  
**30 January 2024**