

Part A Club Premises Certificate

Club premises certificate number

Club details

Name of club in whose name this certificate is granted and relevant postal address of club	
Monmouth Conservative Club Priory House Whitecross Street Monmouth	
Post town Gwent.	Post code NP5 3BY
Telephone number 0600 713263	

If different from above the postal address of club premises to which this certificate relates, if any, or if none, ordnance survey map reference or description Not Applicable	
Post town	Post code
Telephone number	

Where the club premises certificate is time limited the dates Issue Date: 05/08/2005
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Qualifying club activities authorised by the certificate Indoor sporting events; Live Music; Recorded Music; Supply of Alcohol; as indicated edged red on the plan attached to this licence.
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The times the certificate authorises the carrying out of qualifying club activities Indoor Sports Monday: 19.00 - 23.00 Tuesday: 19.00 - 23.00 Wednesday: 19.00 - 23.00 Thursday: 19.00 - 23.00 Friday: 19.00 - 23.00 Saturday: 19.00 - 23.00 Bank Holidays: 19.00 - 24.00 New Year's Eve: 19.00 - 01.00
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Live Music
Friday:19.00 - 24.00
Saturday:19.00 - 24.00
Bank Holidays: 19.00 - 24.00
New Year's Eve: 19.00 - 01.00

Recorded Music
Monday:10.00 - 24.00
Tuesday:10.00 - 24.00
Wednesday:10.00 - 24.00
Thursday:10.00 - 24.00
Friday:10.00 - 24.00
Saturday:10.00 - 24.00
Sunday:11.00 - 23.00
Bank Holidays: 10.00 - 24.00
New Year's Eve: 10.00 - 01.00

Supply of Alcohol
Monday:10.00 - 24.00
Tuesday:10.00 - 24.00
Wednesday:10.00 - 24.00
Thursday:10.00 - 24.00
Friday:10.00 - 24.00
Saturday:10.00 - 24.00
Sunday:11.00 - 23.00
Bank Holidays: 11.00 - 24.00
New Year's Eve: 10.00 - 01.00

A period of 30 minutes is allowed at the end of each period for the consumption of intoxicating liquor on the premises.

The opening hours of the club

Opening Hours
Monday:10.00 - 00.30
Tuesday:10.00 - 00.30
Wednesday:10.00 - 00.30
Thursday:10.00 - 00.30
Friday:10.00 - 00.30
Saturday:10.00 - 00.30
Sunday:11.00 - 23.30
Bank Holidays: 10.00 - 00.30
New Year's Eve: 10.00 - 01.30

Where the certificate authorises supplies of alcohol whether these are on and/or off supplies

Alcohol-On the premises
Alcohol-Off the premises

Annex 1 – Mandatory conditions

Mandatory conditions where Certificate authorises supply of alcohol for consumption off the premises.

(1) A club premises certificate may not authorise the supply of alcohol for consumption off the premises unless it also authorises the supply of alcohol to a member of the club for consumption on those premises.

(2) Where a club premises certificate authorises the supply of alcohol for consumption off the premises the following conditions apply:

(i) the supply must be made at a time when the premises are open for the purposes of supplying alcohol, in accordance with the club premises certificate, to members of the club for consumption on the premises;

(ii) any alcohol supplied for consumption off the premises must be in a sealed container; and

(iii) any supply of alcohol for consumption off the premises must be made to a member of the club in person.

Mandatory conditions where licence authorises supply of alcohol for consumption on the premises

1.(1) The responsible person shall take all reasonable steps to ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

(2) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children–

(a) games or other activities which require or encourage, or are designed to require or encourage, individuals to–

(i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or

(ii) drink as much alcohol as possible (whether within a time limit or otherwise);

(b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);

(c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;

(d) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on–

(i) the outcome of a race, competition or other event or process, or

(ii) the likelihood of anything occurring or not occurring;

(e) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in

any favourable manner.

2. The responsible person shall ensure that no alcohol is dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).

3. The responsible person shall ensure that free tap water is provided on request to customers where it is reasonably available.

4.(1) The premises licence holder or club premises certificate holder shall ensure that an age verification policy applies to the premises in relation to the sale or supply of alcohol.

(2) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and a holographic mark.

5. The responsible person shall ensure that—

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures—

(i) beer or cider: ½ pint;

(ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and

(iii) still wine in a glass: 125 ml; and

(b) customers are made aware of the availability of these measures.

Annex 2 – Conditions consistent with the Club Operating Schedule

General - All Objectives

A. Rules as to admission of non-members not to be altered without the consent of the Licensing Authority.

B. The Licensing Authority to be notified within 14 days of any alteration to any Rule.

C. Monmouth Conservative Club Rules are as follows:-

Name and Objects of Club

1. The Monmouth Conservative Club, hereinafter referred to as the 'Club', shall be situated at Priory House, 15 Whitecross Street, Monmouth. NP25 3BY or such other place as the majority of members shall determine.

Its objects shall be to carry out the business of a Club, and in so doing to promote by all proper means the principles of Conservatism, and the implementation of the Conservative Party's policies.

The Club shall be affiliated to and inter-affiliated with, the Association of Conservative Clubs Limited, subject to the Rules and Regulations thereof.

MEMBERSHIP

Election

2. The election of members shall be vested solely in the Committee and shall be by ballot. Two votes against admission shall exclude a candidate.

3. Only Conservatives, being subscribing members or supporters of The Conservative Party, not being under 18 years of age, shall be eligible for membership.

4. Any two members of not less than two months standing may propose and second a candidate for membership and shall be able from personal knowledge to vouch for the candidate's respectability and fitness to be a member and both of them shall sign the nomination form as shall the candidate, who by so doing, shall pledge to support The Conservative Party and to abide by the Rules of the Club now, or hereafter, in force, in the event of being elected a member.

No paid employee of the Club shall be a member of the Club.

5. The name, address and occupation of each candidate, and the names of the proposer and seconder, shall be posted on the Club Notice Board at least seven days before the day on which the candidate's name is to be submitted for election.

6. Any member who is of the opinion that any candidate so proposed would not be a desirable member, shall inform the Secretary, who shall communicate the objection to the Committee.

7. The Committee may require the attendance of any proposer, seconder and their candidate to answer such questions as may be put to them. Should they not appear before the Committee, if summoned to do so, or send an explanation which the Committee shall deem to be satisfactory for not doing so within four weeks, that application for election shall be rejected.

8. No candidate, other than a candidate elected under Rule 9 (a)

shall be admitted to the privileges of membership until having been:

- (a) formally elected a member of the Committee, and
- (b) notified of election by the candidate's proposer, and
- (c) paid the first subscription together with any entrance fee which may be determined by the Committee, and
- (d) in no circumstances shall a candidate be admitted to the privileges of membership until at least seven days shall have elapsed between nomination and election to membership.

Membership of the Club and acceptance of these Rules by a member shall be deemed to constitute consent to the holding of relevant personal data for the purposes of the Data Protection Act.

Special Classes of Membership

Honorary Members

9. (a) The Committee shall have power to elect from time to time as honorary members without entrance or subscription, persons of distinction, or those who have rendered valuable services to the Conservative Cause or the Club including the Conservative Agent for the Constituency. An interval of at least seven days shall elapse between their election and admission as members.

Life Members

(b) The Committee shall have power to elect as Life Members those who have completed 45 years successive subscribing membership of the Club and attained the age of 75 years and to terminate at any time the Life Membership of any member so elected if, in their opinion it is desirable in the interests of the Club. Life Members shall be entitled to the full rights and privileges of membership without payment of any subscriptions.

Disqualification of Candidates

10. No rejected candidate shall again be proposed as a member until the expiration of twelve months from the date of such rejection. No person who shall have been expelled from this or any other Conservative Club affiliated to or inter-affiliated with the Association of Conservative Clubs Limited, shall ever again be proposed as a candidate, or make use of the Club premises, except by consent of the Committee.

No other person, who has at any previous time been a member of the Club, shall be eligible for re-election before the period of six months has elapsed from the date of ceasing to be a member.

Resignation of Membership

11. Any member wishing to resign must send a written notice to the Secretary, and shall thereupon cease to be a member. The Committee may accept the verbal resignation of a member provided it is reported and approved at a subsequent Committee Meeting.

SUBSCRIPTIONS

12. The ordinary subscription shall be such sum per annum as shall from time to time determined by the members at a General Meeting. Subscriptions shall be paid in advance on admission and subsequently on the 1st January each year.

13. A suspended member shall remain liable to pay the annual subscription.

14. Every member shall produce a receipt of subscription or card of membership, whenever called upon to do so by any person authorised by the Committee to make such demand on the Club premises.

Non-payment of Subscription

15. Any member failing to pay the subscription within fourteen days after the same has become due, shall be considered in arrear, and notice of the default shall be sent to the member by the Secretary; and if the sum is not paid within another fourteen days after such notice has been sent this person shall cease to be a member.

If however, the delay in payment can be accounted for to the satisfaction of the Committee, the Committee may at its discretion direct that any member shall be exempt from the above.

16. Any member in arrear of subscription shall not be permitted to make use of the Club or take part in its affairs.

CHANGE OF ADDRESS

17. Any member changing address shall, within fourteen days, give notice to the Secretary in writing of such change and until such notice is given, all communications and notices sent to the last recorded address shall be deemed to have been served upon such member.

INTER-AFFILIATION TICKET HOLDERS

18. Members of Clubs inter-affiliated with the Association of Conservative Clubs Limited, subject to the Rules and Regulations of that Association, may on presentation of their Inter-Affiliation Ticket be admitted to the Club premises, and intoxicating liquor may be sold to them by or on behalf of the Club for consumption on the premises.

TERMINATION OF MEMBERSHIP

19. Membership shall terminate:

- (a) On resignation (Rule 11).
- (b) On non-payment of subscription (Rule 15).
- (c) On expulsion (Rule 31).
- (d) On ceasing to be a Conservative supporter as defined in Rule 3.
- (e) On death.

OFFICERS

20. The Officers of the Club shall consist of three Trustees who shall be elected according to Rule 26, a President, a Vice-President, a Chairman, a Treasurer and a Secretary who with the exception of the Chairman shall remain in office until their successors are elected, and shall be elected annually by ballot in the week preceding the Annual General Meeting and at the end of their term of office shall be eligible for re-election. The Chairman shall be elected from among the eight Committee members by the Committee at their first meeting following the Annual General Meeting.

COMMITTEE MEMBERS

21. There shall be eight Committee Members who shall be elected by ballot in the week preceding the Annual General Meeting.

The senior four Committee Members in length of service from the date of last election shall retire at each Annual General Meeting and shall be eligible for re-election.

If two or more Committee Members have served for the same period those to retire shall be selected by the Chairman by lot.

THE COMMITTEE

22. The 'Committee' shall consist of the Officers and Committee Members referred to in Rules 20 and 21.

The Committee shall meet at least once a month. Five members shall

form a quorum.

The Chairman, or in this person's absence, a Chairman elected by the meeting shall preside.

Each member shall have one vote and in the event of an equality of votes the Presiding Officer shall have in addition to one vote as a member of the Committee a second or casting vote.

All references to the 'Committee' shall include the Officers and Committee Members.

23. Any member of the Committee being absent from three consecutive meetings of the Committee shall, unless sending a written explanation which the Committee shall deem satisfactory, cease to be a member of the Committee and shall also cease to be an Officer or Committee Member.

Any member of the Committee ceasing to be a member of the Club, or who is suspended from the privileges of membership, shall cease to be an Officer or Committee Member.

Any vacancy so caused shall be filled as provided by Rule 39.

24. (1) The Officers and Committee Members shall receive such honorarium, if any, as a General Meeting shall from time to time determine.

(2) Any Officer or Committee Member and the Steward or any other employee dealing with the monies of the Club shall give such security as the Committee may from time to time determine, and shall discharge their duties under the direction of the Committee.

APPOINTMENT OF SECRETARY

(3) In the event of a person being appointed Secretary and receiving a fixed salary such a person shall not be an ordinary member of the Club, but the Committee shall have power to direct that such an employee may be admitted to the Club premises and that intoxicating liquor may be supplied for consumption on the premises.

A written Contract of Service shall be sufficient evidence of the appointment under this section and the terms thereof shall be substituted for all provisions in these Rules relating to the election, term of office, retirement and dismissal from office and similar matters relating to the Secretary.

DUTIES OF OFFICERS

The President, Vice-President and Chairman:

25. The President, or in this Officer's absence the Vice-Presidents or the Chairman, shall preside at all meetings (other than Committee meetings) of the Club.

Trustees

26. (a) All property whether real or personal shall be vested in the Trustees upon trust for the time being shall be applied, and dealt with by the Trustees in accordance with the directions and wishes of the members as expressed in the Rules and in accordance with such resolutions and directions as may from time to time be passed or given under the authority of the Rules.

The Trustees shall have power, subject to authorisation by the Committee, to mortgage or charge the premises and other property of the Club for the purposes of raising such moneys as may be required to carry on the Club for the benefit and convenience of its members.

Every Trustee shall be entitled to be indemnified by the Club from and against all liability, costs, damages, claims and demands

incurred or suffered arising out of and in connection with anything done as such Trustee of the Club or at the request of and in accordance with a Resolution of the Committee and the Trustee shall be authorised to charge the assets of the Club in their hands to satisfy any such liability. If the assets of the Club shall be insufficient for the purpose aforesaid then a special subscription shall be raised from and become payable by those persons who shall at the time such indemnity is invoked by members of the Club who shall contribute thereto such amounts as shall be determined by Resolution of the Committee.

(b) The Trustees shall be elected at a General or Special General Meeting by a majority of the members present and entitled to vote and shall remain in office during the pleasure of the Club.

For the purposes of giving effect to such election the Chairman is hereby nominated as the person to appoint new Trustees of the Club within the meaning of the Trustees Act 1925 and he shall by Deed duly appoint the person or persons so nominated at the General or Special General Meeting as the new Trustee or Trustees of the Club and the provision of the Trustee Act 1925, shall apply to such appointment.

Any or all of the Trustees may be removed by a majority of three-fourths of the members present at a Special General Meeting called for that purpose, in the following manner.

The Secretary shall summon the meeting as follows:

(a) at the direction of the Committee, or

(b) upon receiving a request signed by one-fifth of the members or 30 members, whichever is the less,

and the Secretary shall thereupon give fourteen days notice by a notice posted in the Club premises.

In case of a vacancy caused by removal, resignation or death, another Trustee shall be elected at a Special General Meeting called for that purpose in the manner provided in Rule 40.

Treasurer

27. The Treasurer shall be responsible for directing that all moneys, whether received personally, by the Secretary, or any other Official, Steward or any other employee or agent of the Club are paid as directed into the Club's Bank at least once a week. The Treasurer shall also see that all debts of the Club are paid as directed by the Committee (except petty cash payments) by cheques signed by any two of the authorised signatories and countersigned by the Treasurer. At every regular meeting of the Committee (or often if required) the Treasurer shall produce the Paying-in Book, and Bank statements for inspection showing that the forgoing duties have been carried out.

The Treasurer shall keep such accounts, documents and other papers of the Club, not otherwise kept by the Secretary, in such manner and for such purposes as the Committee may direct.

The Secretary

28. General Duties

The Secretary shall carry out the duties of this office under the superintendence, control and direction of the Committee.

The duties of the Secretary shall be:

To receive moneys on account of the Club and pay the same to the Treasurer or direct to the Club's Bank. The Secretary shall keep such accounts, documents, and papers of the Club in such manner and

for such purposes as the Committee may direct.

To summon and attend all meetings and take minutes of the proceedings.

In every year prepare or cause to be prepared the balance sheet and income and expenditure account and submit the same to the Auditor of the Club.

To keep upon the Club premises a register of the names and addresses of the Club members and a record of the latest payment of their subscription.

To ensure that the Club is registered under the provision of the Licensing Acts.

To ensure that the Club Premises Certificate, or a Certified copy thereof, is kept at the Club premises in the custody or under the control of the person nominated for the purposes of Section 94 (2) of the Licensing Act 2003. The nominated person shall be the Secretary unless otherwise decided by the Club Committee and shall be identified in writing to the Licensing Authority. The Secretary shall ensure that the summary of the Certificate issued by the Licensing Authority is prominently displayed on the Club premises.

To be responsible for the insurance of the Club against fire and burglary; and in respect for liability for accidents occurring to Club employees and for any other purposes directed by the Committee.

To comply with the requirements of the Commissioners of Inland Revenue with regard to the deduction of income tax from the wages or salaries of employees and with the requirements of the National Insurance Acts in respect to such employees.

To be supplied by the Committee with copies of the Rules and shall be bound to deliver a copy thereof to any member on demand on such payment as the Committee may from time to time determine.

To carry out such other duties as are reasonably incidental to the office of Secretary.

AUTHORITY OF THE COMMITTEE

29. The Committee shall conduct the general business of the Club, regulate the internal management, have power to enforce Rules and make such bye-laws as may be necessary for the conduct of the Club in conformity with these Rules.

At the first meeting after the Annual General Meeting the Committee may appoint a Political Sub-Committee, of which not more than one-half of the members shall be also members of the Committee and appoint a representative to the Executive Committee of the local Constituency Conservative Association.

It may appoint other Sub-Committees, which shall manage the several departments of the Club under the supervision of the Committee. The appointment and dismissal of the Secretary, if appointed in accordance with Rule 24, the Steward and all other Club employees shall be vested solely in the Committee.

30. No resolution passed by the Committee shall be rescinded unless notice shall have been given at a previous meeting of the intention to propose such rescission.

31. 1. (a) The Committee shall have power to reprimand, suspend from the facilities of membership for a period not exceeding one year, or expel from membership of the Club any member who is adjudged guilty by the Committee or any infringement of the Rules or Bye-Laws

or whose conduct in or out of the Club premises is, in the opinion of the Committee, prejudicial to the Conservative Cause, or to the interests of the Club.

(b) The Chairman or Secretary or in their absence, any member of the Committee, shall be empowered to order the immediate withdrawal of any member whose conduct on the Club premises is in conflict with the Rules of the Club. The matter must be reported to the Committee at their next regular meeting. Such a member shall have no right of re-entry to the Club premises until a decision has been made by the Committee in respect of whether there is a complaint to warrant them summoning the member to appear before them.

(c) In all other cases, any complaint or complaints against a member shall be considered by the Committee at their next regular meeting, and the Committee shall be empowered to require the member concerned to withdraw from the facilities of membership until the date of the meeting to which the member shall be summoned under the terms of sub-paragraph (e).

(d) If the Committee are of opinion that the complaint or complaints do not warrant them summoning him to appear before them, the member in question must be immediately notified to this effect and he shall be free to resume his rights as a member

(e) If the Committee are of opinion that the complaint or complaints do warrant them summoning him to appear before them, at least seven clear days' notice in writing shall be given by the Secretary to the member of his being summoned, and the notice shall contain a statement detailing the complaint or complaints brought against him.

(f) No member shall be reprimanded, suspended from the facilities of membership or expelled from membership without them being first summoned before the Committee, and full opportunity afforded the member to make a defence against the allegations, nor unless a majority of at least two-thirds of the Committee then present vote for the member being reprimanded, suspended or expelled. The Committee's decision shall be final.

Should the member fail to appear before the Committee having given no prior reasonable explanation for his failing to do so, the case can proceed and be dealt with by the Committee in the absence of the member.

Right of Appeal

(2) A member who shall have been suspended or expelled by the Committee from membership shall in either case have the right to appeal against such decision provided such appeal is made by the member within 28 days of such suspension or expulsion in writing addressed to the Secretary.

Any such appeal shall be decided by three arbitrators to be chosen for this purpose as in hereinafter mentioned and any decision shall be binding and conclusive on all parties without appeal, and application for the enforcement of such decision may be made to the High Court or County Court.

The Club shall have a panel of five arbitrators, not being person directly or indirectly interested in the management of the Club, who shall be elected at a General Meeting of the Club and in the event of any dispute arising as aforesaid the three arbitrators to be chosen to decide the dispute shall be those whose names are drawn by lot

from amongst the names of the five arbitrators aforesaid by the complaining party to the dispute or, if there is more than one such party, by that party whose names comes first in alphabetical order.

32. The Committee, or any Officer authorised by them in writing, shall have power to give orders for goods and services and other things necessary for carrying out the objects of the Club; but nothing in this Rule shall empower the Committee, or any Officer authorised by them to incur expenditure except such as is consistent with the purposes for which the Club is established.

ELECTION OF OFFICERS AND COMMITTEE

33. Every candidate for office shall be proposed and seconded by two members entitled to vote. The candidate must have paid the current subscription and have been a member for the previous twelve months, and be not less than 18 years of age.

34. Every member of the Club shall have one vote for each vacancy, and no member shall give more than one vote to any candidate.

35. At least three weeks prior to the day appointed for the commencement of the ballot a notice shall be posted on the Club Notice Board by the Secretary, inviting the nomination of candidates for the office of Committee Member or Officers of the Club. The notice shall remain so posted for ten days.

36. The names of all candidates for office in the Club, together with their proposers and seconders, shall be entered on a nomination sheet which shall be posted on the Club Notice Board seven clear days before the day appointed for the commencement of the ballot and shall remain so posted until the result of the ballot has been declared.

37. (1) The Committee shall appoint three scrutineers to carry out the ballot under their direction and the result shall be declared at the ensuing Annual General or Special General Meeting.

No Officer or Committee Member of the Club or candidate may be appointed a scrutineer.

(2) In the case of a tie between any two or more candidates, the names of such candidates shall be placed in a receptacle, from which the Chairman of the meeting shall draw as many names as there are vacancies to be filled.

The names so drawn shall be declared duly elected.

38. In the event of being elected to two offices, the member shall choose which office to fill. The vacancy thus arising shall be filled by the unsuccessful candidate with the highest number of votes, but if there shall be no such candidates, the office shall be filled by the Meeting who shall elect by ballot a member to fill the office.

Casual Vacancies

39. Any casual vacancies, except vacancies occasioned by the removal under Rule 41, occurring amongst the Officers (other than Trustees) and Committee Members shall be filled by the Committee, who shall appoint a person to assume the office. Any person so appointed shall retain this office so long as the vacating Officer or Committee Member would have retained the same if no vacancy had occurred.

Resignation of Committee

40. In the event of the whole Committee resigning at any time, the Secretary shall obtain nominations during the following ten days, and a ballot shall be take place and be declared at a Special General

Meeting held within fourteen days of such resignation for the election of a new Committee.

The time and notice required for nominations under Rule 36 and for Special General Meetings under Rule 47, shall not apply in this case.

Removal of Committee and Election of New Committee

41. The Committee, or any members thereof, may be removed from office by a majority of three-fourths of the members of the Club present and voting at a Special General Meeting called for that purpose.

The election of a new Committee or any member or members thereof shall take place in the manner prescribed in the previous Rule upon resignation of the Committee.

APPOINTMENT AND DUTIES OF THE AUDITOR

42. (1) The Members, at the Annual General Meeting, shall elect an auditor who publicly carries on the business of an accountant to audit the accounts for the ensuing year.

(2) The auditor shall examine the accounts and for that purpose shall have access to all books of the Club.

(3) The auditor shall examine the books and the receipts and expenditure, funds and effects of the Club, and shall confirm the same, and shall either sign the accounts to be correct, or shall report in what aspects the accounts are incorrect.

(4) None of the following persons shall be appointed as auditor of the Club:

(a) an Officer or employee of the Club

(b) a person who is a partner in the employment or who employs an officer or employee of the Club, or.

(c) a member of the Club.

GENERAL MEETINGS

Annual General Meeting

43. The Annual General Meeting shall be held in December on a day to be fixed by the Committee.

44. Notice of such Annual General Meeting shall be posted on the Club Notice Board for at least twenty-one clear days before the date appointed for the Meeting.

Notice of any Motion for inclusion on the Agenda of the Annual General Meeting must be submitted in writing to the Secretary within ten days of the posting of the notice summoning the Meeting.

The Agenda for the Annual General Meeting shall be posted on the Club Notice Board for at least seven clear days before the date appointed for the Meeting. No business other than that specified in the Agenda shall be transacted at the Meeting.

A copy of the balance sheet and income and expenditure account for the year, with the report of the auditor, shall be posted on the Club Notice Board at least seven days before the Annual General Meeting. At a Special General Meeting ten members excluding the Officers and Committee shall form a quorum. If within half an hour from the time appointed for a meeting a quorum is not present the meeting shall stand adjourned to such day and at such time as the members present may determine and if at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting the members present shall be a quorum.

No want of a quorum occurring after the presiding Officer has opened

the meeting shall make a meeting incompetent to transact business.

Special General Meetings

46. The Secretary shall summon Special General Meetings as follows:

- (1) In accordance with Rule 40;
- (2) At the direction of the Committee;
- (3) Upon a request forwarded to the Secretary signed by one-fifth of the members or thirty members whichever is the less, stating the objects of such meeting, in accordance with Rule 47.

Meetings under the provisions (2) and (3) above shall be held within not less than fourteen days and not more than twenty-one days from the date of the receipt of the request by the Secretary.

47. Notice of any Special General Meeting, and of the object for which it is called, shall be posted on the Club Notice Board a clear fourteen days before the date appointed for such meeting (except in the case of a Special General Meeting called under Rules 40 and 41) and no other business except that for which the meeting has been convened shall be brought before a Special General Meeting.

48. At a Special General Meeting one-fifth of the members, or 30 members which ever is the less, shall form a quorum. If within half an hour from the time appointed for a meeting a quorum is not present the meeting, the meeting if convened upon the requisition of members shall be dissolved, in any other case it shall stand adjourned to such day and at such time as the members present may determine. If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting the members present shall be a quorum.

No want of a quorum occurring after the presiding Officer has opened the meeting shall make a meeting incompetent to transact business.

Adjournment of Meetings

49. Any General or Special General Meeting may be adjourned to such a time as a majority shall decide, but no business other than that which could have been transacted at the original meeting shall be brought forward at such adjourned meeting.

Rescission of Resolutions

50. No resolution passed at the Annual General Meeting shall be rescinded unless notice of the intention to propose such rescission shall have been given to the Secretary at least twenty-one days before the date appointed for the subsequent Annual General or Special General Meeting.

Voting

51. At all General Meetings every member present shall have one vote on each resolution.

GUESTS, MEMBERS' FUNCTIONS AND OTHER EVENTS

52. (a) Every member shall be permitted to introduce guests to the Club premises, but the same guest shall not be admitted to the Club premises more than three times within a period of one calendar month unless special consent be obtained from the Committee. Intoxicating liquor may be sold to the guests of Members for consumption on the premises only. The Committee reserves the right to refuse the admission of any guest if in their opinion it is desirable in the interests of the Club.

(b) Members of other Clubs or other organisations who have been invited to take part in organised games, tournaments or other

recreational activities held on the Club premises and Members, Officials and supporters of visiting teams invited to participate in the same, and persons attending the club premises to attend a meeting or function held in the name of The Conservative Party, may at the discretion of the Committee, be admitted to the Club premises as guests of the Members and intoxicating liquor may be sold to such persons for consumption on the Club premises only.

(c) Intoxicating liquor may be sold for consumption on the Club premises to guests attending any function on the Club Premises which has been authorised by the Committee, provided that any such function shall be organised and supervised by at least one member who is present throughout the duration of such function, and the same shall apply to such other functions which may from time to time be held on the Club premises within the scope provided by the provisions of the Licensing Act 2003 in respect of the Temporary Events Notice.

53. The name of any person admitted to the Club premises and where appropriate the name of the member who introduced that person shall be written in the A.C.C. Member's Guest Book which shall be kept for that purpose on the Club premises.

Visitors are the responsibility of the member by whom they are introduced and that member shall remain with the guest or guests at all times they are on the Club premises.

54. No person who has been expelled from this or any other Conservative Club affiliated to or inter-affiliated with the Association of Conservation Clubs Limited, or who, at the request of the Committee, has resigned from membership, or who, having been a candidate for election, has been rejected, or who is indebted to the Club (see Rule 15), shall be admitted as a guest.

55. The Committee may suspend or vary Rule 52 at any time and for such period as they may think fit.

MISCONDUCT OF MEMBERS

56. No betting, unlawful gaming, drunkenness, bad language or disorderly conduct shall be permitted on the Club premises.

Any infringement of this Rule will render the member offending liable to be dealt with by the Committee under Rule 31 (1).

It shall be the duty of any member of the Committee or member of the Club to take every available means for putting a stop to the offences in question, and to report them forthwith to the Committee through the Secretary.

HOURS OF OPENING AND CLOSING PREMISES

57. The Club premises shall be open to the members during such hours as may be determined from time to time by the Committee.

HOURS OF SUPPLY

58. The permitted hours for the supply of intoxicating liquor and for qualifying activities to take place shall be at such as the Committee may determine, subject to the terms and conditions specified in the Club Premises Certificate granted to the Club under the provisions of the Licensing Act 2003.

EXCISABLE ARTICLES

59. No payment whatever shall be received from any person not being a Member of the Club, an Inter-Affiliated Member or a person admitted in accordance with Rule 52. Any person making such payment shall forthwith be expelled from the Club premises.

No person under the age of 18 years shall be supplied or sold intoxicating liquor for consumption on or off the premises and no person under the age of 18 years shall be entitled to play the Club's Gaming Machines. Any Member of the Committee shall make an immediate report to the Secretary of any breach or attempted breach of this regulation.

Intoxicating liquor required for consumption off the premises shall be supplied to members only whilst on the Club premises, and taken away by them from the premises during the hours of supply. Any member who contravenes or attempts to contravene this Rule shall be dealt with under Rule 31 (1).

60. The proceeds of the supply of refreshments shall be carried to the credit of the Club funds and no individual employee or other person shall derive any advantage from the supply thereof.

APPLICATION OF SURPLUS

61. Any surplus of the Club shall be applied in such manner as the Committee considers best in the interests of the Club, and in furtherance of the objects for which the Club is formed, provided that no surplus shall be distributed among the members.

Any surplus on dissolution of the Club shall be dealt with as provided in Rule 63.

AMENDMENT OF RULES

62. Any Rule of the Club not hereinafter declared to be fundamental may be rescinded or amended or any new Rule made by a resolution carried by three-fourths of the votes given specifying the intention to propose such rescission, amendment, or new Rule.

Rules 1, 3, 26, 61 and 63 and this Rule are hereby declared to be fundamental and shall not be rescinded or amended except with the prior consent in writing of the Association of Conservative Clubs Limited and by a resolution carried by three-fourths of the votes given thereon at a Special General Meeting as provided in this Rule. Propositions for amendments of Rules made by the members must be submitted in writing to the Committee one month prior to the date of such Meeting. No proposition shall be taken into consideration unless supported by the twenty members who shall attach their signatures to the proposed amendment.

The Committee may propose Rule amendments at any time in accordance with the terms of this Rule.

Written notice of any new Rule or amendment of Rules must be given by the Secretary to the Licensing Authority within 28 days of the adoption thereof.

DISSOLUTION

63. The Club may be dissolved by the consent of three-fourths of the members present and upon dissolution of the Club all its assets, after the discharge of its debts and liabilities, shall be realised and divided equally amongst the nearest Club or Clubs, not exceeding five, which, at the relevant dates, is or are affiliated with the Association of Conservative Clubs Limited (the A.C.C.) and the Association of Conservative Clubs Limited.

For the purpose of this Rule:

- (a) the relevant date shall be the first day of January immediately preceding the dissolution of the Club;
- (b) the Club shall be deemed to be situated at the address specified

in Rule 1 of these Rules;

(c) a Club affiliated to or inter-affiliated with the A.C.C. shall mean a Club, whether incorporated or unincorporated, which is affiliated to or inter-affiliated with the A.C.C.;

(d) each Club affiliated to or inter-affiliated with the A.C.C. shall be deemed to be situated at the address for such Club recorded in the records of the A.C.C. on the relevant date.

DEFINITIONS

64. In these Rules, including this Rule, unless the subject matter or context are inconsistent therewith -

(a) words importing the singular or plural shall include the plural or singular respectively;

(b) unless the contrary intention appears, words denoting the masculine gender shall be deemed to include the feminine;

(c) Officers for the purposes of these Rules shall include every member of the Committee;

(d) 'intoxicating liquor' for the purposes of these Rules shall mean 'alcohol' within the meaning of Section 191 of the Licensing Act 2003;

(e) 'Inter Affiliation Ticket Holder' for the purposes of these Rules shall 'Associates' within the meaning of Section 67 of the Licensing Act 2003.

BYE-LAWS

1. Such refreshments, and at such a tariff as the Committee may determine, shall be supplied to the members. However, non-excisable refreshments may be supplied by an employee duly authorised by the Committee to do so at the employee's expense and from which the employee shall derive any benefit.

Members' payment

2. All members must pay every expense they incur in the Club before they leave the premises.

3. All complaints or suggestions shall be made in writing to the Secretary.

Conduct of Employees

4. The conduct of a employee shall in no instance be made a matter of personal reprimand by anyone other than the Secretary of the Club. All complaints against employees, or in regard to the domestic arrangements of the Club shall by anyone other than the Secretary shall be addressed to the Secretary who shall submit the same for determination by the Committee.

5. No member shall give any money or gratuity to the employees of the Club, under any pretence whatever.

Bills, Notices, etc.

6. No bill, notice, placard, or newspaper, shall be posted or distributed in or about the Club premises without the permission of the Committee or some person authorised by them.

Books, papers, etc.

7. All books, papers, or pamphlets written or printed shall be stamped with the Club stamp before being placed in the Club rooms, and no books, papers, or pamphlets shall be admitted into the Club without the sanction of the Committee or Secretary.

Petitions

8. No Committee Member or Officer of the Club shall sign any

petition or document on behalf of the Club, relating to matters not immediately connected with the management of the Club, without the express sanction of the Committee.

Damage to Property

9. Any person damaging the furniture or other property of the Club shall make good the same to the satisfaction of the Committee.

Removal of Property

10. No member shall remove any property of the Club.

Dress

11. All members and their guests whilst on the Club premises shall maintain such suitable standard of dress as the Committee in the absolute discretion shall determine.

Children

12. Children shall be admitted to the Club premises during the hours fixed or under Rule 57 and specifically at such times and in such parts of the premises as the Committee in their sole discretion shall determine, always provided they are in the care and under the sole control of a bona fide parent or guardian.

Cashing Members' Cheques

13. Any Officer or paid employee or any other agent authorised by the Committee shall be empowered to cash cheques up to a limit determined by the Committee (£50) presented by a member during any one week, but in the event of default by any such member the facilities shall thereafter be withdrawn unless the sum concerned be repaid to the Club and in any event the member shall be liable to be dealt with in accordance with Rule 31 and as appropriate liable to proceedings for recovery.

Disclaimer for Personal Injury, Loss or Damage to Property

14. The Club accepts no responsibility for injury or loss or damage to persons or property however sustained on the premises of the Club.

15. No dogs, other than guide dogs, etc., shall be allowed on the Club premises except at the discretion of the Committee.

Alteration of Bye-Laws

16. These Bye-Laws shall not be altered without the approval by the members at a Special General Meeting, but the Committee may at any time add thereto by the issue of new Bye-laws.

Exhibition of Rules and Bye-Laws

17. A copy of these Rules and Bye-Laws shall at all times be exhibited in a prominent position in the Club premises.

Prevention of Crime & Disorder

D. All staff will be suitably trained under the Licensing Act 2003.

E. CCTV is installed at the premises which is working to the satisfaction of the Police and Licensing Authority. If the CCTV equipment fails, the Police and Licensing Authority will be informed as soon as possible and immediate steps will be taken to put the equipment back into action.

F. The premises has a card operated door entry system.

G. Staff will be trained on 'customer code of conduct'.

Public Safety

I. A suitable Fire Risk Assessment is conducted at the premises and the necessary control measures are implemented in line with the Fire Service.

J. The premises have a capacity limit of Main Bar 35, Lounge Bar 35, Skittle Alley 25, Snooker Room 20, Committee Room 20, First Floor Meeting Room 40, Restaurant 30, in line with the Fire Service.

K. Exit doors are regularly checked to ensure they function satisfactorily. The fire exits and means of escape are signed in accordance with the Fire Service.

Prevention of Public Nuisance

L. A noise management plan has been devised and is in operation at the premises.

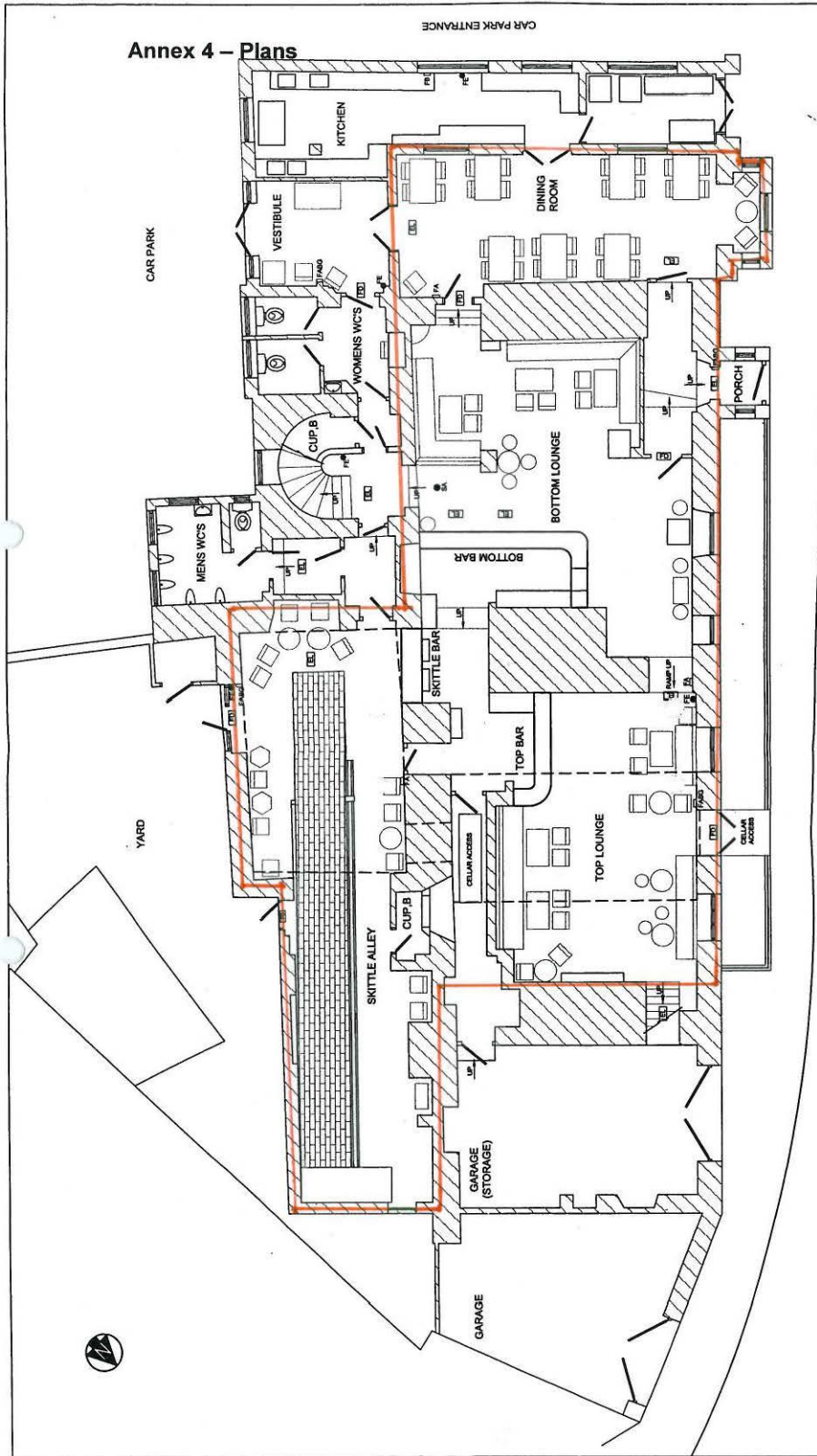
Protection of Children

M. Children under 16yrs will be allowed on the premises only when accompanied by an adult.

Annex 3 – Conditions attached after a hearing by the licensing authority

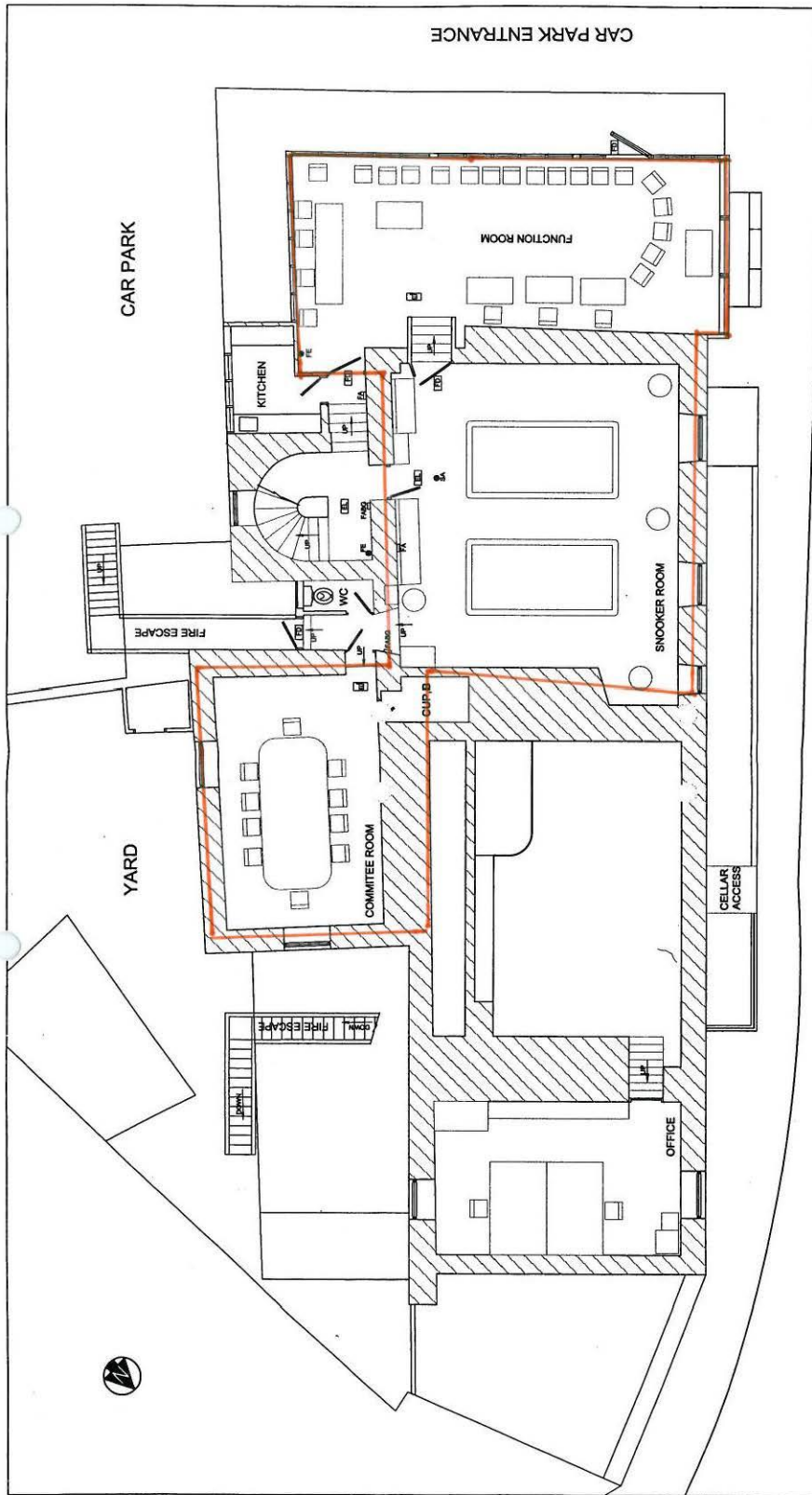
Not Applicable

Annex 4 – Plans

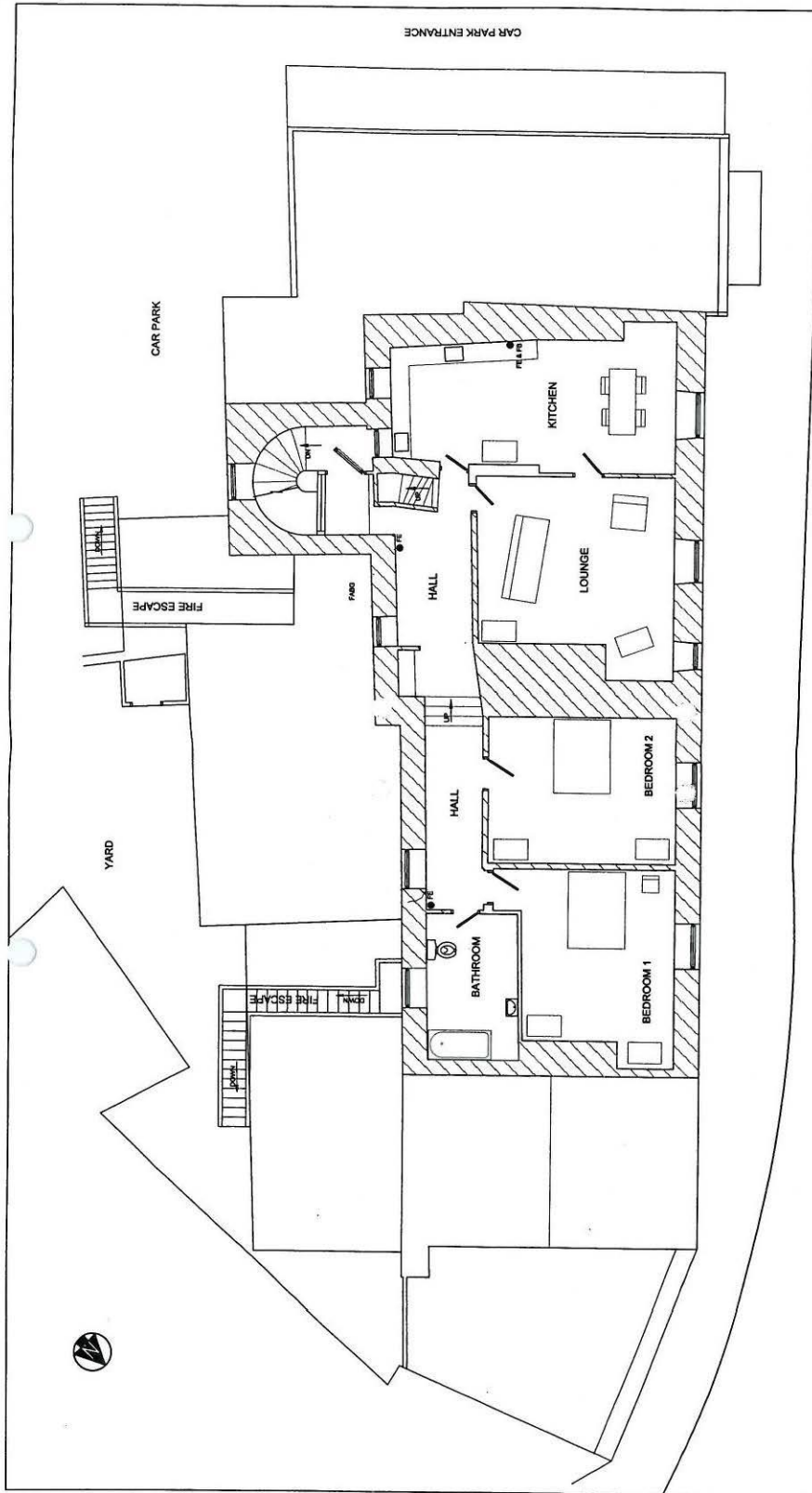


WHITECROSS STREET

<p>LEGEND:</p> <ul style="list-style-type: none"> ■ BRICKWORK WALLING ▨ BRICKWORK WALLING WITH GLASS ▧ FLOOR ▩ FIRE DOOR ▫ FIRE DOOR WITH GLASS ▬ SKITTLE ALLEY ▭ FIRE EXTINGUISHER ▮ FIRE BLANKET 		<p>Title</p> <p>MONMOUTH CONSERVATIVE CLUB, PRIORY HOUSE, WHITECROSS STREET, MONMOUTH, MONMOUTHSHIRE, NP25 3BY.</p>	<p>Scale</p> <p>1:100</p>	<p>Date</p> <p>N/A</p>	<p>Drawing No.</p> <p>2005/BP/100</p>	<p>Issue</p> <p>A</p>
<p>Legend:</p> <ul style="list-style-type: none"> ■ BRICKWORK WALLING ▨ BRICKWORK WALLING WITH GLASS ▧ FLOOR ▩ FIRE DOOR ▫ FIRE DOOR WITH GLASS ▬ SKITTLE ALLEY ▭ FIRE EXTINGUISHER ▮ FIRE BLANKET 		<p>Title</p> <p>MONMOUTH CONSERVATIVE CLUB, PRIORY HOUSE, WHITECROSS STREET, MONMOUTH, MONMOUTHSHIRE, NP25 3BY.</p>	<p>Scale</p> <p>1:100</p>	<p>Date</p> <p>N/A</p>	<p>Drawing No.</p> <p>2005/BP/100</p>	<p>Issue</p> <p>A</p>
<p>ORIGINAL ISSUE</p> <p>Description:</p>	<p>DATE</p> <p>0000</p>	<p>NO.</p> <p>0000</p>	<p>DATE</p> <p>0000</p>	<p>NO.</p> <p>0000</p>	<p>DATE</p> <p>0000</p>	<p>NO.</p> <p>0000</p>



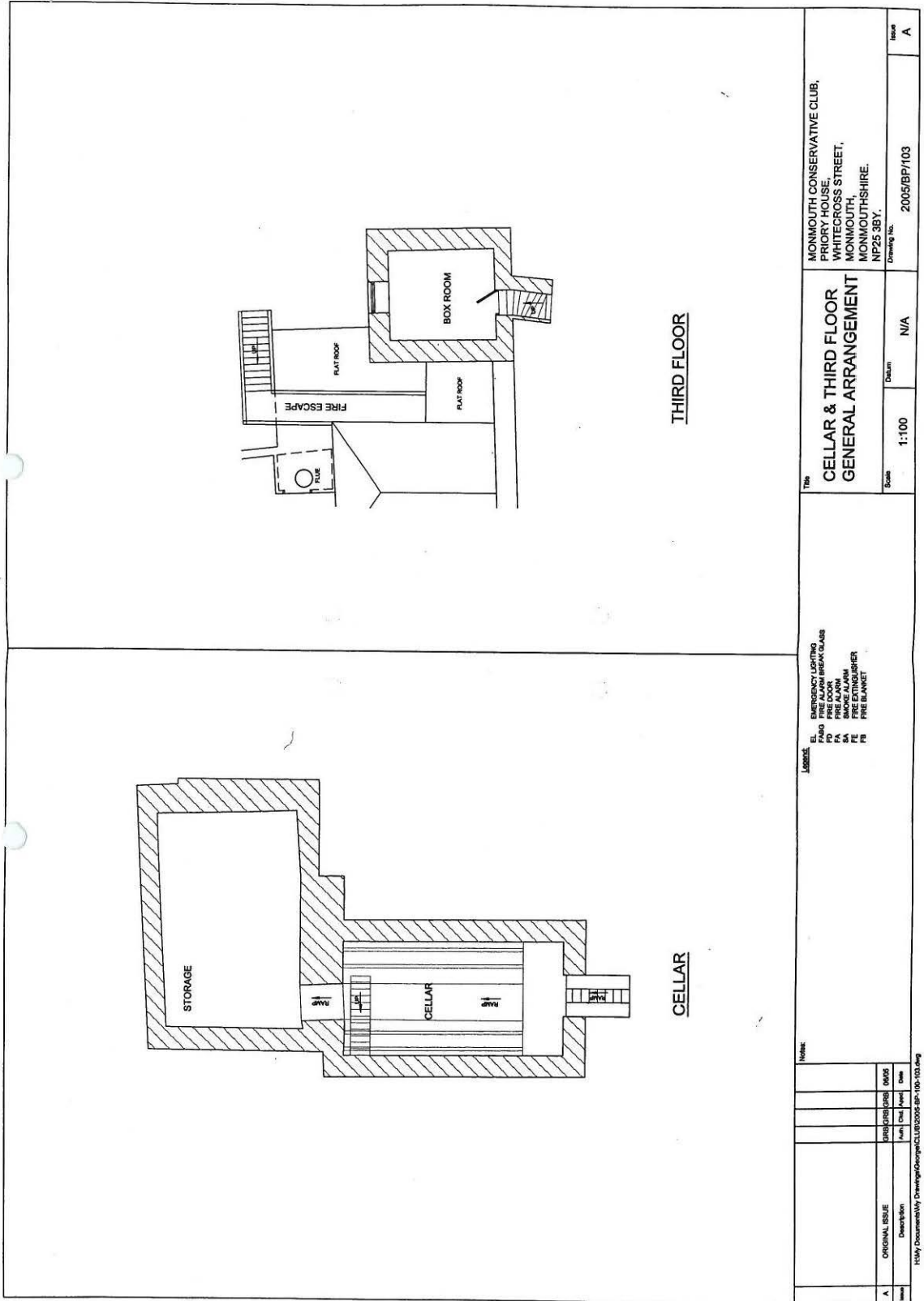
<p>EMERGENCY LIGHTING EL FIRE ALARMS FA FIRE DOOR FD FIRE ESCAPE FE FIRE EXTINGUISHER FE FIRE BLANKET FB</p>		<p>Scale: 1:100</p>		<p>Date: N/A</p>		<p>Drawing No: 2005BP/101</p>		<p>Issue: A</p>	
<p>Notes:</p>		<p>First Floor GENERAL ARRANGEMENT</p>		<p>Client: MONMOUTH CONSERVATIVE CLUB, PRIORY HOUSE, WHITECROSS STREET, MONMOUTH, MONMOUTHSHIRE, NP23 3BT.</p>		<p>Issue: A</p>		<p>Revision:</p>	
<p>ORIGINAL ISSUE</p>		<p>DESCRIPTION</p>		<p>DATE</p>		<p>BY</p>		<p>CHKD</p>	



WHITECROSS STREET

<p>Legend</p> <ul style="list-style-type: none"> EL EMERGENCY LIGHTING FARG FIRE ALARM BREAK GLASS FA FIRE ALARM SA SMOKE ALARM SM SMOKE ALARM SENSITIVE FB FIRE BLANKET 		<p>Title</p> <p>MONMOUTH CONSERVATIVE CLUB, PRIORY HOUSE, WHITECROSS STREET, MONMOUTH, MONMOUTHSHIRE, NP25 3BY.</p>		<p>Scale</p> <p>1:100</p>		<p>Drawn</p> <p>N/A</p>		<p>Drawing No.</p> <p>2005/BP/102</p>		<p>Issue</p> <p>A</p>	
<p>Notes:</p>		<p>The</p> <p>SECOND FLOOR GENERAL ARRANGEMENT</p>		<p>Scale</p> <p>1:100</p>		<p>Drawn</p> <p>N/A</p>		<p>Drawing No.</p> <p>2005/BP/102</p>		<p>Issue</p> <p>A</p>	
<p>ORIGINAL ISSUE</p> <p>Description</p>		<p>CRB/BJL/GRM</p>		<p>AWB</p>		<p>CLM</p>		<p>10/06</p>		<p>10/06</p>	
<p>1:100</p>		<p>CRB/BJL/GRM</p>		<p>AWB</p>		<p>CLM</p>		<p>10/06</p>		<p>10/06</p>	

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THIRD FLOOR

CELLAR

<p>MONMOUTH CONSERVATIVE CLUB, PRIORY HOUSE, WHITECROSS STREET, MONMOUTH, MONMOUTHSHIRE, NP25 3BY.</p>		<p>Scale 1:100</p>	<p>Datum N/A</p>	<p>Drawing No. 2005/BP/103</p>	<p>Issue A</p>												
<p>CELLAR & THIRD FLOOR GENERAL ARRANGEMENT</p>																	
<p>LEGEND</p> <ul style="list-style-type: none"> EL EMERGENCY LIGHTING FABG FIRE ALARM BREAK GLASS PA FIRE ALARM PULL STATION CA FIRE ALARM CALL POINT SA SMOKE ALARM FCP FIRE ALARM CONTROL PANEL FE FIRE EXTINGUISHER FB FIRE BLANKET 																	
<p>Notes:</p>																	
<p>History</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Description</th> <th>Drawn</th> <th>Checked</th> <th>Approved</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>ORIGINAL ISSUE</td> <td>DRG</td> <td>CHD</td> <td>CPB</td> <td>06/05</td> </tr> </tbody> </table>						No.	Description	Drawn	Checked	Approved	Date	A	ORIGINAL ISSUE	DRG	CHD	CPB	06/05
No.	Description	Drawn	Checked	Approved	Date												
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MONMOUTHSHIRE LICENSING SECTION, COUNTY HALL, CWMBRAN NP44 2XH

Part B

Club Premises Certificate Summary

Club premises certificate number

CLB037

Club details

Name of club in whose name the certificate is granted and relevant registered postal address of club	
Monmouth Conservative Club Priory House Whitecross Street Monmouth	
Post town Gwent.	Post code NP5 3BY
Telephone number 0600 713263	
If different from above the postal address of club premises to which the certificate relates, or if none, ordnance survey map reference or description Not Applicable	
Post town	Post code
Telephone number	
Where the club premises certificate is time limited the dates Issue Date: 05/08/2005	
Qualifying club activities authorised by the certificate Indoor sporting events;Live Music;Recorded Music;Supply of Alcohol; as indicated edged red on the plan attached to this licence.	
The times the certificate authorises the carrying out of qualifying club activities Indoor Sports Monday-Saturday:19.00 - 23.00, Bank Holidays: 19.00 - 24.00, New Year's Eve: 19.00 - 01.00 Live Music Friday-Saturday:19.00 - 24.00, Bank Holidays: 19.00 - 24.00, New Year's Eve: 19.00 - 01.00 Recorded Music, Supply of Alcohol Monday-Saturday:10.00 - 24.00, Sunday:11.00 - 23.00, Bank Holidays: 10.00 - 24.00, New Year's Eve: 10.00 - 01.00. A period of 30 minutes is allowed at the end of each period for the consumption of intoxicating liquor on the premises.	
The opening hours of the club Monday-Saturday:10.00 - 00.30, Sunday:11.00 - 23.30, Bank Holidays: 10.00 - 00.30, New Year's Eve: 10.00 - 01.30	
Where the certificate authorises supplies of alcohol whether these are on and/or off supplies: Alcohol-On the premises, Alcohol-Off the premises	
State whether access to the club premises by children is restricted or prohibited Children under 16yrs will be allowed on the premises only when accompanied by an adult.	