



## Membership, Association, Affiliation and Partnership Rules

### 1 Definitions

- 1.1 Members of Croquet England are individuals that have been accepted by the CIO in accordance with Clause 9(1)(a) of the Constitution and these rules. They shall be at least 16 years of age. It is the duty of each member of the CIO to exercise his or her powers as a member of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO. They shall be entitled to vote in the elections of the charity trustees and the President and Vice-Presidents of Croquet England and to attend and vote at General Meetings of the members in accordance with clauses 10 and 11 of the Constitution. They shall not be required to pay any additional fee to secure the right to vote.
- 1.2 Associates of Croquet England are individuals that have been accepted by the CIO in accordance with Clause 9(6)(a) of the Constitution and these rules. Associates are not entitled to vote.
- 1.3 Individual members and associates of the CIO are together referred to in these Rules as “subscribers”.
- 1.4 Affiliates of Croquet England are croquet clubs and federations of croquet clubs that may join the CIO in accordance with Clause 9(6)(a) of the constitution and these rules. Affiliates may not become members of Croquet England and are not entitled to vote.
- 1.5 Partners of Croquet England are other individuals or groups that may join the CIO in accordance with Clause 9(6)(a) of the Constitution and these rules. Partners may not become members of Croquet England and are not entitled to vote.
- 1.6 The Home Area of Croquet England is defined as England, Scotland, Wales, Northern Ireland, the Channel Islands and the Isle of Man.

### 2 Eligibility to Join

- 2.1 Individuals may subscribe to the CIO as either a member, or as an associate, as set out in clause 4.
- 2.2 Clubs offering facilities for playing croquet within the Home Area of Croquet England are eligible to become affiliated to the CIO on the terms hereinafter set out.
- 2.3 Any federation of croquet clubs situated within the Home Area which aims to further the objects of the CIO in its region, in particular by supporting, representing and co-ordinating the activities of its clubs, is eligible to become an affiliated federation provided that the majority of its member clubs are affiliated to the CIO and its region does not overlap with that of another affiliated federation. A federation may accept member clubs from within its own geographic boundary, or that of any bordering federation. If more than one affiliated or applicant federation includes, or seeks to include, an area within its region, the charity trustees shall attempt to mediate, failing which they shall arbitrate between them.

- 2.4 Groups of persons, clubs, groups of clubs, federations and other croquet associations, organisations or councils that do not fulfil the conditions for affiliation to the CIO may be eligible to become partners of the CIO as set out in these rules and as the charity trustees may from time to time determine.
- 2.5 The charity trustees may from time to time, as they think fit, sub-divide members, associates, affiliates and partners into various classes for the purpose of classifying their rights, privileges and the subscriptions payable by them.

### **3 Classes of Individual Subscription**

- 3.1 Standard individual membership and association is open to playing members of affiliated clubs. Each member of such a club should be registered as a standard subscriber. They shall not be required to pay any direct fee.
- 3.2 All standard subscribers shall:
- (a) be entitled to enter domestic tournaments listed in the Croquet England Calendar (known as Calendar Fixtures);
  - (b) be eligible for Croquet England selection events and events representing Croquet England internationally;
  - (c) be entitled to receive paper copies of the bi-monthly Croquet England magazine (for new members or associates until end of calendar year of joining, or of the following calendar year if joining on or after 1st August), in line with the entitlement rules at the time);
  - (d) entitled to receive a copy of the monthly Croquet England e-Newsletter;
  - (e) hold Croquet England coaching and refereeing qualifications;
  - (f) have access to the Croquet England Awards Scheme;
  - (g) be entitled to 2% member or associate discount from the Croquet England Shop.
- 3.3 Under 25 standard subscribers must be under the age of 25 years on 1 January of the membership year and must be recorded as a member of an affiliated club. They will not be required to pay any direct fee and shall be entitled to the same privileges as a standard subscriber set out in paragraph 3.2 above and shall be further entitled to priority entry to domestic tournaments listed as Calendar Fixtures; shall be eligible for the Young Persons' Sponsorship Scheme and shall have access to the Croquet England Mentoring Scheme and to the Croquet England Bursary Scheme.
- 3.4 Premium subscribers shall be required to pay a direct fee to the CIO to be determined by the charity trustees in accordance with section 4 below. They shall be entitled to the same privileges as a standard subscriber set out in paragraph 3.2 above and shall be entitled, additionally, to discounted entry to domestic tournaments listed as Calendar Fixtures; to receive paper copies of the bi-monthly Croquet England magazine (unless registered as paperless); to an additional 8% subscriber discount from the Croquet England Shop and to the reduced rate for new joiners paying by Direct Debit.
- 3.5 Under 25 premium subscribers must be under the age of 25 years on 1 January of the membership year. They shall be required to pay a direct fee to the CIO to be determined by the charity trustees in

accordance with section 4 below. They shall be entitled to the same privileges as an Under 25 standard subscriber set out in paragraph 3.3 above and shall be entitled, additionally, to discounted entry to domestic tournaments listed as Calendar Fixtures; to receive paper copies of the Croquet England magazine (unless registered as paperless); to an additional 8% subscriber discount in the Croquet England Shop and to the reduced rate for new joiners paying by Direct Debit.

- 3.6 Supporter subscribers shall be required to pay a direct fee to the CIO to be determined by the charity trustees in accordance with sections 4 below. They shall be entitled to the same privileges as a standard subscriber set out in paragraph 3.2 above and shall be entitled, additionally, to receive paper copies of the Croquet England magazine (unless paperless) and to an additional 8% subscriber discount from the Croquet England Shop.
- 3.7 Overseas subscription is open to those resident anywhere in the world outside England, Scotland, Wales, Northern Ireland, the Republic of Ireland, the Channel Islands and Isle of Man. They shall be required to pay a direct fee to the CIO to be determined by the charity trustees in accordance with section 4 below. Overseas subscribers shall be entitled to the same privileges as a standard subscriber set out in paragraph 3.2 above and shall be entitled, additionally, to discounted entry to domestic tournaments listed as Calendar Fixtures; to receive paper copies of the Croquet England magazine (unless paperless) and to an additional 8% subscriber discount from the Croquet England Shop.
- 3.8 Garden association is open to any individual who is not a Croquet England subscriber. They shall be required to pay a direct fee to the CIO to be determined by the charity trustees in accordance with section 4 below. Garden associates shall receive paper copies of the bi-monthly Croquet England magazine; a copy of the monthly Croquet England e-Newsletter; a copy of Croquet England's Garden Croquet Rules and a 2% discount from the Croquet England Shop. Garden associates also receive a £10 discount when upgrading to become a Premium subscriber. Garden association does not carry the right to apply to become a voting member.

#### **4 Individual subscription fees**

- 4.1 Clause 9(6)(a) of the Constitution provides that the charity trustees may determine the rights and obligations of individual subscribers, including payment of fees in respect of their association with the CIO.
- 4.2 The subscription of a subscriber who pays a subscription direct to the CIO shall not be raised by more than 50% above the rate payable for the previous year without the approval of a General Meeting of the members.
- 4.3 Membership of an affiliated club shall entitle that member to be an individual subscriber of the CIO in the class determined by the charity trustees. The entitlement is conditional upon the affiliated club paying a per capita subscription in respect of its members. The entitlement also applies to the individual members of a school or university affiliated club, subject to a maximum of 30 per club at any time.
- 4.4 Notice of any alteration of the fees in respect of subscription with the CIO for the following year shall be published by 1 August on the CIO website or given electronically to each individual subscriber who pays a subscription direct to the CIO.

- 4.5 All fees payable in respect of subscription to the CIO shall become due and payable to the Office on 1 January each year.
- 4.6 Individual subscribers who are entitled to be subscribers pursuant to paragraph 4.3 above and whose affiliated club's subscription is in arrears shall not be entitled to any of the privileges of association, including the right to play in Calendar Fixtures, unless they are individual subscribers who pay a subscription directly to the CIO.

## **5 Benefits and Obligations of affiliated clubs**

- 5.1 A copy of the Croquet England magazine six times a year; an entry in the online Croquet Directory of Clubs; cover by the Croquet England Public Liability Insurance Scheme; financial advice and help from Croquet England including the possibility of starter and development grants or loans; advice on lawn construction and maintenance; the opportunity to participate in inter-club tournaments and competition; access to equipment insurance at competitive rates through our brokers; recruitment advice on how to increase the membership of your club; the opportunity to negotiate special rates of discount on major purchases of equipment; all playing members of the club are entitled to free standard subscription to Croquet England.
- 5.2 Affiliated clubs that are universities or schools will pay a lower annual affiliation fee and receive the same benefits except that they will only be entitled to register a maximum of 30 of their members as standard subscribers of Croquet England.
- 5.3 Affiliated clubs should provide and maintain a list of their members entitled to free standard subscription to the CIO, including the information required by charity trustees.

## **6 Club affiliation fees**

- 6.1 The annual fee for a university or school affiliated club shall be a flat rate and fixed by the charity trustees from time to time.
- 6.2 Other affiliate clubs will pay a flat rate annual fee for the first three years which shall be fixed by the charity trustees from time to time. Thereafter their annual fee will be based on a per capita rate which shall be fixed by the charity trustees from time to time.
- 6.3 The per capita rate shall not, without the approval of a General Meeting of the members, be raised by an amount greater than that needed to match inflation in the period since the current rate first applied, except that it may be rounded to the nearest 5 pence. The value of the Consumer Price Index for the April immediately preceding the subscription year to which the subscription rate first applied, is to be used as the measure of inflation.
- 6.4 All annual fees for affiliated clubs shall become due and payable to the Office on 1 January each year.
- 6.5 Affiliated clubs whose annual fees are in arrears shall not be entitled to any of the privileges of affiliation including the right to play in Calendar Fixtures. Affiliated clubs in arrears on 1 May shall forthwith cease to be affiliated to the CIO but shall remain liable for their annual fee.

## **7 Federation affiliation fees.**

- 7.1 The annual fee payable by an affiliated federation may be fixed by the charity trustees from time to time.

## **8 Classes of Partner**

- 8.1 Club partnership is available to groups formed primarily for purposes other than playing croquet (e.g. Women's Institutes, Livery Companies, etc.) but which make occasional use of an affiliate member's facilities to enjoy the sport and wish to be part of Croquet England. Club partners shall receive paper copies of the bi-monthly Croquet England magazine and an entry in the on-line directory of clubs.
- 8.2 Hospitality partnership is open to corporate entities providing facilities for croquet (e.g. Hotels, National Trust properties, English Heritage properties etc). Hospitality partners shall receive paper copies of the bi-monthly Croquet England magazine; a copy of the monthly Croquet England e-Newsletter; a copy of the Know the Game Book; a copy of the Garden Croquet Rules and a 2% discount from the Croquet England Shop; an entry in the on-line directory of clubs and inclusion on club map, a web link and the ability to utilise the profile section of Croquet England's website.

## **9 Partner Fees**

- 9.1 The annual fee payable by class of partner shall be fixed by the charity trustees from time to time.

## **10 Honorary members**

- 10.1 Croquet England may, on the proposal of the charity trustees, elect as Honorary members for life, individuals who have rendered special services to the CIO. Such members shall be entitled to all the benefits of Premium subscription type, including the right to vote and will not be required to pay an annual subscription fee.

## **11 Application for registration as an individual associate**

- 11.1 An application for registration as an individual associate of the CIO may be made either (a) by an individual including the name, address and other such information as the charity trustees may require and payment of, or authorisation to collect, the appropriate subscription, via the CIO website or sent to the Office or (b) by an affiliated club, on behalf of one of its members, providing name, address and other such information about them as the charity trustees may reasonably require. Data provided will be handled in accordance with the Data Privacy Notice of the CIO.
- 11.2 The charity trustees may refuse an application for registration as an individual associate of the CIO for good cause, including but not limited to conduct likely to bring the CIO into disrepute or hinder its operation.
- 11.3 Applicants are admitted as associates and may exercise the privileges of association immediately, though they shall cease to be and do so if informed by the Secretary within 30 days that the charity trustees have refused their application under paragraph 11.2 above.

## **12 Application for individual voting membership**

- 12.1 Clause 9(1)(b) of the Constitution provides that the charity trustees may require applications for voting membership to be made in any reasonable way that they decide.
- 12.2 The charity trustees have decided that an application for voting membership shall be made either on-line or using a postal form which can be obtained from the Croquet England office.
- 12.3 All applicants for voting membership must first be registered as an individual associate of the CIO.
- 12.4 All voting members of the CIO must provide an address at which they may be contacted, an email address should also be provided if possible and other such information about them as the charity trustees may reasonably require.
- 12.5 All voting members shall be required to insert the name of the Constituency in which they wish to vote. They may change the registration at any time, other than in the period between the date upon which an election has been called and the date of any poll. If they do not specify the Constituency in which they wish to vote the application will be refused.
- 12.6 The charity trustees may refuse a fully completed application for membership only if they believe that it is in the best interests of the CIO for them to do so, in accordance with clause 9 of the Constitution.

## **13 Affiliate Application Process**

- 13.1 Clubs or Federations wishing to affiliate should contact the Croquet England office.

## **14 Partner Application Process**

- 14.1 Organisations wishing to apply to become club or hospitality partners should contact the Croquet England office.

## **15 Resignation**

- 15.1 An individual subscriber who pays a subscription direct to the CIO who wishes to resign must complete the on-line process or inform the Office not later than 30 November in any year or remain liable for the subscription for the following year.
- 15.2 An affiliated club or federation wishing to resign must inform the Office not later than 30 November in any year or remain liable for the annual fee for the following year and must also pay any other monies due to Croquet England.
- 15.3 A partner wishing to resign must inform the Office not later than 30 November in any year or remain liable for the annual fee for the following year.

## **16 Termination of voting membership**

- 16.1 An individual who wishes to resign as a voting member of the CIO must do so either on-line, or in writing to the Office.

16.2 An individual resigning as a voting member of the CIO will become an associate of the CIO if eligible, otherwise their subscription will be terminated.

## **17 Termination of subscription**

17.1 Subscription to the CIO terminates if the subscriber dies, or the subscriber sends a notice of resignation to the Office; or any sum of money owed by the subscriber to the CIO is not paid in full within four months of its falling due; or if a standard subscriber ceases to be named on an affiliated club membership list in accordance with clause 5.3; or the charity trustees decide that it is in the best interests of the CIO that the subscriber in question (including honorary members) should be removed as a subscriber, and pass a resolution to that effect, following the procedure set out in clause 9(4) of the Constitution.

## **18 Termination of affiliation**

18.1 Affiliation to the CIO terminates if the affiliated entity ceases to exist, or the affiliate sends a notice of resignation; or any sum of money owed by the affiliate to the CIO is not paid in full within four months of it falling due; or the charity trustees decide that it is in the best interest of the CIO that the affiliate in question should be removed as an affiliate and pass a resolution to that effect, following the procedure set out in clause 9(4) of the constitution.

## **19 Termination of partnership**

19.1 Partnership with the CIO terminates if the partner ceases to exist, or the partner sends a notice of resignation; or any sum of money owed by the partner to the CIO is not paid in full within four months of it falling due; or the charity trustees decide that it is in the best interest of the CIO that the partner in question should be removed as a partner and pass a resolution to that effect, following the procedure set out in clause 9(4) of the constitution.

## **References**

Constitution of Croquet England

*Issuing Authority: Executive*

*Approved by: Board of Trustees*

*Date approved: 28 June 2023*

*Next review date: 28 June 2026*

*Version: v1.0*

*Reason for Change: New*