

## **BA CLUBS LTD RULES**

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### **1 NAME AND CONSTITUTION**

- 1.1 The name of the Club shall be BA Clubs Ltd, in these rules referred to as the 'Club'
- 1.2 The object of the Club is the promotion and provision of sporting, leisure and social activities. It also provides a wide range of other member benefits.
- 1.3 The Club is a private company limited by Guarantee and is a not-for-profit organisation
- 1.4 There are no shareholders
- 1.5 The Club will be managed in accordance with the Companies Act (2006) and will meet all legal obligations required by the Act
- 1.6 The directors, management team and employees of the Club are solely responsible for all matters relating to the affairs and management of the Club
- 1.7 The board and management team are the governing body of all Sections within the Club
- 1.8 Sections of the Club are custodians of Club assets and company records and have the same legal obligations. There are separate rules for Sections.
- 1.9 No approach to British Airways for service or favour related to Club affairs shall be made by a Club member or Section, except through the management team
- 1.10 These rules shall apply to all members and guests

### **2 HEADQUARTERS AND PREMISES**

The Headquarters of the Club shall be at Bedfont Football Club, The Orchard, Hatton Road, Bedfont TW14 9QT or such other premises, as the Club shall from time to time determine.

### **3 CLUB ASSETS**

The Club assets comprise of the Club balances and sections funds and equipment.

### **4 MEMBERSHIP**

- 4.1 Types of membership may be changed by the Club from time to time
- 4.2 Certain types may be closed to new members
- 4.4 The term of membership is one year for all membership types
- 4.5 Membership types are:
  - (a) Premier
  - (b) Economy
  - (c) Junior
  - (d) Hotline

(e) Reward

- 4.6 All members, with the exception of Junior and Hotline, are eligible to join the Lottery which is run by the club under The Gambling Commission rules and regulations
- 4.7 Premier and Economy members are permitted to join available sections
- 4.8 Payment is by Direct Debit as set out in Section 5. Direct debits will be automatically renewed on their anniversary
- 4.9 No refunds will be given if a member leaves part way through the year
- 4.10 If a member wishes to change their membership type, the remaining term of the current membership will not be refunded but can be used for an upgrade.
- 4.11 Notice of cancellation must be given to the Club one month before the subscription anniversary
- 4.12 Failure to pay the required dues by the appropriate date is against these rules and will be referred to the Management Team
- 4.13 The Club may at any time terminate or suspend a membership where in its absolute discretion, the Club believes that the member's continued membership would be against the best interests of the Club (See Section 7)
- 4.14 Members can join online and set up a Direct Debit for payment
- 4.15 Membership data will be stored securely and according to the General Data Protection Regulation 'GDPR' (See separate Privacy Policy)

## 5 MEMBERSHIP SUBSCRIPTIONS

### 5.1 Premier Membership £78 or £45

This is a full membership and applies to LHR BA Staff and all Members under 65 years old. It is an annual membership and can be paid monthly or annually by Direct Debit. It enables eligibility to join Hotline and the Lottery at additional cost and gives access to section activities.

For all Regional members under the age of 65 the cost is £45 payable annually by Direct Debit. Includes access to section activities and eligibility to join the Lottery but does not provide eligibility to join Hotline. You must have a £78 subscription to qualify for Hotline at an additional cost of £162.

### 5.2 Economy Membership - £39

For all retired members over the age of 65 and for students who are in full-time education. The fee is payable annually by Direct Debit. It includes access to section activities and eligibility to join the Lottery. If you wish to join Hotline you must upgrade your membership to Premier £78 and pay an additional fee of £162.

### 5.3 Junior Membership - £24

Junior membership applies to members under the age of 18 and is payable annually by Direct Debit. Includes access to some sections. Hotline and Lottery are not available for this subscription.

### 5.4 Hotline - £50 and £162

For BA Staff with qualifying length of service at a cost of £50 per annum and to Premier Members with a subscription of £78 for an additional cost of £162 per annum. Payable annually by direct debit. Separate Terms and Conditions apply.

### 5.5 Reward - £25

Available to anyone and provides access to Perks at Work and eligibility to join the Lottery. Hotline is not available for this category. Payable annually by direct debit.

#### **5.6 Lottery - £1 Per Chance**

The limit for the number of chances per month is 30 and a separate direct debit is required for payment. Payment is by Direct Debit annually in advance. The option for monthly payments will only be available if four or more chances are per month are selected. Separate Terms and Conditions Apply

### **6 MANAGEMENT**

The management team are responsible for:

- (a) Developing the Club, particularly in terms of membership
- (b) Marketing, advertising and new offers
- (c) Communication
- (d) Budget management, statutory accounting and VAT returns
- (e) Governance
- (f) Subscriptions reviews
- (g) Section funding
- (h) Capital expenditure
- (e) To carry out disciplinary proceedings in respect of club members who have offended against club rules (Section 12).
- (f) Ensuring proper conduct of the Club's activities, sections and premises.

### **7 DISCIPLINE**

- 7.1 The Management Team have the power to suspend a member on disciplinary matters pending an investigation.
- 7.2 The Management Team shall have power to suspend or expel any member of the Club for conduct detrimental to the interests of the Club.
- 7.3 A Section Committee shall have the power to suspend with immediate effect any member from the activity of that Section who, in their opinion, has engaged in conduct detrimental to the interests of the Section. Any Section Member so suspended has the right of appeal to the Section Committee for reinstatement, and finally to the Management Team, whose decision shall be final.
- 7.4 The procedures and timescales to be adopted in disciplinary investigations relating to members and Sections are at the discretion of the Management Team.
- 7.5 No member must reprimand an employee of the Club. The discipline of staff shall be the responsibility of the General Manager.

### **8 FINANCE AND INDEMNITY**

- 8.1 The Accounts of the Club shall be maintained in accordance with standard accounting practice as recognised by UK professional bodies. The General Manager and Directors shall account for all the funds of the Club including the funds of all Sections.

- 8.2 The financial year of the Club and Sections shall end on 31 March and statutory accounts will be filed by 31 December of that same year
- 8.3 The accounts of the Club shall be open for inspection via the Companies House website or by a member of the Club at any reasonable time upon written application to the Financial Controller.
- 8.4 No member of the Club shall have the power to pledge the credit of the Club in any way.
- 8.5 The Management Team and employees shall only be liable to the Club for any costs, claims or expenses incurred by the Club arising from a deliberate or dishonest act or omission of that person. No person shall be liable to the Club in respect of acts or omissions of any other Club member.
- 8.6 No Club member or employee of the Club who has a direct interest in any company or undertaking which does business with the Club may hold office or be a member or official of any Club committee, without the express permission of the Management Team.

## **9 WINDING-UP AND DISSOLUTION**

- 9.1 The Club may be dissolved by a resolution carried by the Directors of BA Clubs Ltd.
- 9.2 In the event of the winding-up or dissolution of the Club a liquidator will be appointed by the Club.
- 9.3 In the event of the winding-up or dissolution of the Club, the assets of the Club, after payment of creditors and refunds due, shall be distributed as directed by the Directors.

## **10 AMENDMENT OF RULES**

The rules may be amended by the Management Team with the consent of the Directors.