

**THE 180 CLUB – ST MARGARET’S
CONSTITUTION**

1. The object of the ‘180 Club – St Margaret’s’ (The Club) is to raise funds by lottery for specific projects that arise from time to time at St Margaret of Scotland Catholic Parish, Carshalton Beeches (St Margaret’s).
2. The Club is to be registered as a ‘Small Society Lottery’ with the responsible civil authority in accordance with the Gambling Act 2005; currently Kingston and Sutton Shared Environment Service Regulatory Services (Kingston & Sutton).
3. The Club is to be administered under the supervision of St Margaret’s Parish Finance Committee (Finance Committee) in liaison with the Parish Priest/Parish Administrator (PP.)
4. The Finance Committee is to nominate a Member of St Margaret’s Parish to be the Club Secretary, to administer the operation of The Club in accordance with its Constitution. Subject to the agreement of the PP that person will be appointed Club Secretary.
5. The Club Secretary will serve an initial term of three years, renewable for a further three years to a maximum of six years in total.

If at any time during a three-year term the Club Secretary is unable to continue in office for whatever reason the Finance Committee will, with the agreement of the PP, appoint a Member to take over their role in the interim.

**THE 180 CLUB – ST MARGARET’S
CONSTITUTION**

32. If at any time the Club is to be wound up all monies residing in its accounts are first to be paid over to St Margaret’s.
33. The Parish Priest has the power to wind up the Club at any time.
34. Notwithstanding Rules 13, 15, and 21, the annual and pro rata monthly subscriptions and the amounts paid out in the monthly, bi-annual and quarterly draws may be amended by the Club with effect from 1st June in any year, to hold good for at least twelve months. Such changes are to be advertised to existing and prospective members by at least one month’s notice in writing (electronic message, email or letter) and by an announcement in the Parish Newsletter and on the Parish Notice Board
35. The Management Committee shall have the power to amend or revoke these rules at their discretion with such reasonable notice to the 180 Club members as is necessary, after first consulting the Finance Committee and the PP.

GDS

12th August 2020

**THE 180 CLUB – ST MARGARET’S
CONSTITUTION**

24. After the respective payments have been arranged following each draw, the Club Secretary is to ensure that a Small Society Lottery Registration form is completed and signed and submitted to the Kingston and Sutton.
25. The Club Secretary is to ensure that the Club’s Registration with Kingston & Sutton is renewed in good time annually.
26. If a winner cannot be contacted within six months of any draw, his or her winnings shall be returned to the Club.
27. The decision of the Management Committee is to be final in all matters requiring adjudication.
28. In making recommendations to transfer funds to St Margaret’s from time to time to help to fund particular projects the Management Committee are to take notice of the views of the Finance Committee and the PP.
29. All projects being referred to the Club for funding must be approved by the Parish Priest
30. The Club is not allowed to lend or borrow money.
31. The Club shall not hold more than £2,500 in its bank account at any time; funds in excess of this are to be transferred to St Margaret’s to be held as a restricted reserve on behalf of the Club until such time as they are expended wholly or in part in accordance with Clause 6.

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CONSTITUTION**

6. Four persons shall form the Management Committee of the Club, responsible for supervising its overall performance and for recommending how its funds should be spent:
 - The Club Secretary.
 - The Parish Treasurer.
 - One other Member nominated by the Finance Committee
 - The PP.
7. The Finance Committee will be responsible for ensuring the Club’s accounts and its statutory returns to Kingston & Sutton are inspected annually and that full details of its income, expenditure and reserves are published annually via the Parish Newsletter and on the Parish Noticeboard.
8. The Club’s bank account is to be operated by two signatories; with the Management Committee to be mandated accordingly.
9. The club is to be open to all Members of St Margaret’s, their family and their friends.
10. The Club’s financial year is to be from 1st June to 31st May the following year.

**THE 180 CLUB – ST MARGARET’S
CONSTITUTION**

11. The Club shall prepare accounts for each financial year which shall be examined by a suitably qualified person who shall be independent of the Club.
12. To join the Club Members must fill in an Application Form¹.
13. Participation in the Club’s regular draws is to be by annual subscription of £18.00 per Number, paid in advance. Participants can buy as many Numbers as they wish.
14. In May each year the Club Secretary is to advertise for new Members to join the Club and for existing members to renew their subscriptions before 1st June, doing so with the assistance of the PP at Masses and by an announcement in the Parish Newsletter.
15. Members who join the Club after the 1st June in any year are to pay equivalent to £1.50 per month remaining to participate in the remaining draws that year but are to be restricted from participating in quarterly draws or in half yearly draws until they have been members for at least three months or six months respectively.
16. On receipt of the completed Application Form the Club Secretary is to contact that Member with details of their Number and other relevant Information on the Club.
17. Members are to be 16 years of age or over.

¹ The Club Application Form may also be downloaded from St Margaret’s website.

**THE 180 CLUB – ST MARGARET’S
CONSTITUTION**

18. Responsibility for ensuring that any subscription has been paid is to rest with the Club Secretary.
19. The Club Secretary is to maintain a Record of the name and address of each member, the number(s) allocated to them and the subscriptions received from them.
20. Unless otherwise advised, a member may be deemed to have left the Club if his or her renewal of subscription remains unpaid for a period of one month.
21. Draws are to be held each year, witnessed by parishioners, as follows:
 - a) On the First Sunday of each month, for individual Prizes of £50.00, £25.00 and £10.00
 - b) Additionally, on the first Sundays of May and November respectively, individual ‘Jackpot’ prizes of £200.00, £100.00 and £50.00.
 - c) Once a calendar quarter, an individual prize of £50, timed if possible to coincide with parish social events
22. The successful Numbers on each occasion are to be published in the next St Margaret’s Newsletter and on the Parish Notice Board.
23. Subsequent to each Draw the Club Secretary is to contact each winner and make arrangements to pay them accordingly.