



North Devon
Application for a variation to a club premises
certificate
Licensing Act 2003

For help contact
licensing@northdevon.gov.uk
Telephone: 01271 388415

* required information

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You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference

Not Currently In Use

This is the unique reference for this application generated by the system.

Your reference

You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

* First name

Martha

* Family name

Dudman

* E-mail

witheridgesportsclub@gmail.com

Main telephone number

Include country code.

Other telephone number

*Amended following confirmation from applicant 06.05.25

☒ Indicate here if you would prefer not to be contacted by telephone

Are you:

- ☒ Applying as a business or organisation, including as a sole trader
☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

* Is your business registered in the UK with Companies House?

☒ Yes ☐ No

* Registration number

07233260

* Business name

Witheridge Sports Club Limited

If your business is registered, use its registered name.

* VAT number

GB

810649246

Put "none" if you are not registered for VAT.

* Legal status

Private Limited Company

Continued from previous page...

* Your position in the business

Home country

The country where the headquarters of your business is located.

Registered Address

Address registered with Companies House.

* Building number or name

* Street

District

* City or town

County or administrative area

* Postcode

* Country

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APPLICATION DETAILS

Club premises certificate number

Name of club

The above named club applies for a club premises certificate under section 84 of the Licensing Act 2003 for the premises named in this section 2 below.

Club Premises Address

☒ Address ☐ OS map reference ☐ Description

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Continued from previous page...

Club Premises Contact Details

Are the contact details the same as (or similar to) those given in section one?

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

☒ Yes

☐ No

E-mail

witheridgesportsclub@gmail.com

Telephone number

Other telephone number

Name Of Person Performing Duties Of A Secretary To The Club

First name

Martha

Family name

Dudman

Address Of Person Performing Duties Of A Secretary To The Club

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

United Kingdom

Secretary Contact Details

E-mail

witheridgesportsclub@gmail.com

Telephone number

Other telephone number

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VARIATION

Do you want the proposed variation to have effect as soon as possible?

☒ Yes

☐ No

Do you want the proposed variation to have effect in relation to the introduction of the late night levy?

☐ Yes

☒ No

You do not have to pay a fee if the only purpose of the variation for which you are applying is to avoid becoming liable to the late night levy.

Continued from previous page...

If the club's proposed variation would mean that 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Describe Briefly The Nature Of The Proposed Variation

Describe the premises, For example the type of premises it is, its general situation and layout and any other information which would be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for people to consume these off-supplies, please include a description of where this will be and its proximity to the premises.

We are a sport and social club in the village of Witheridge. We wish to be able to serve alcohol over slightly extended hours than are currently listed on our club premise certificate.

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PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will there be a change to the provision of plays?

☐ Yes ☒ No

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PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will there be a change to the provision of films?

☐ Yes ☒ No

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PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Will there be a change to the provision of indoor sporting events?

☐ Yes ☒ No

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PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will there be a change to the provision of boxing or wrestling entertainments?

☐ Yes ☒ No

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PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

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Will there be a change to the provision of live music?

☐ Yes

☒ No

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PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will there be a change to the provision of recorded music?

☐ Yes

☒ No

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PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will there be a change to the provision of performances of dance?

☐ Yes

☒ No

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PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will there be a change to the provision of anything similar to live music, recorded music or performances of dance?

☐ Yes

☒ No

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SUPPLY OF ALCOHOL

Will there be changes to the supply of alcohol by or on behalf of a club to, or to the order of a member of the club?

☒ Yes

☐ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

Continued from previous page...

FRIDAY

Start

End

Start *12:00

End *00:00

SATURDAY

Start 12:00

End 00:00

Start

End

SUNDAY

Start

End

Start *12:00

End *00:00

Will the supply of alcohol be for consumption?

☐ On the premises ☐ Off the premises ☒ Both

If the club wishes members and their guests to be able to consume alcohol on the premises tick on, if the club wishes people to be able to purchase alcohol to consume away from the premises tick off. If the club wishes people to be able to do both tick both

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the club intends to use the premises for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Bank Holidays: Start 12:00 - End 00:00

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HOURS CLUB PREMISES ARE OPEN TO THE MEMBERS AND GUESTS

Will there be changes to the sale by retail of alcohol by or on behalf of a club to a guest of a member of the club for consumption on the premises where the sale takes place?

☒ Yes ☐ No

Standard Days And Timings

Continued from previous page...

MONDAY

Start

End

Start *08:00

End *01:00

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start *08:00

End *01:00

WEDNESDAY

Start

End

Start *08:00

End *01:00

THURSDAY

Start

End

Start *08:00

End *01:00

FRIDAY

Start

End

Start *08:00

End *01:00

SATURDAY

Start

End

Start *08:00

End *01:00

SUNDAY

Start

End

Start *08:00

End *01:00

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below.

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Bank Holidays: Start 12:00 - End ~~00:00~~ *01:00

Continued from previous page...

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ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the club premises that may give rise to concern in respect of children.

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

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CURRENT CONDITONS

Identify those conditions currently imposed on the certificate which you believe could be removed as a consequence of the proposed variation you are seeking

Give details here.

4. The supply of alcohol for consumption off the premises must be in a sealed container.

11. Children under the age of 11 years will not be permitted in the premises after ~~2100 hrs.~~ *22:00 hours

☐ I will be submitting the club premises certificate

☐ I will be submitting the relevant part of the club premises certificate

Fill in reasons for not including the certificate, or part of it.

The club has recently had an entire change of committee and the previous certificate has been mislaid.

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LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

b) The prevention of crime and disorder

CCTV is installed and recordings kept for one month. Necessary signage is displayed.

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c) Public safety

Means of escape must be maintained unobstructed, immediately available and clearly identifiable. All drinks sold and to be consumed away from the premises are served in plastic containers.

d) The prevention of public nuisance

We display notices asking customers and guests to leave the club premises quietly. We display notices clearly stating that members and guests should refrain from using foul or abusive language Noise and vibration should not be audible beyond the boundary of the premises
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e) The protection of children from harm

We are a family friendly premises and, as stated above, discourage the use of inappropriate language and behaviour by our members and guests.

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NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

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PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Variation Fees are determined by the non-domestic rateable value of the premises.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £87000 £315.00

Band D - £87001 to £125000 £450.00*

Band E - £125001 and over £635.00*

* Fee amount (£)

100.00

DECLARATION

I/WE UNDERSTAND THAT IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON

- * SUMMARY CONVICTION TO A FINE OF ANY AMOUNT. I understand that I must now advertise my application. I understand that if I do not comply with the requirements my application will be rejected. I make this application on behalf of the club and have authority to bind the club.

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

* Full name

Martha Dudman

* Capacity

Committee Secretary

* Date

08 / 04 / 2025
dd mm yyyy

Add another signatory

Continued from previous page...

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
2. Go back to <https://www.gov.uk/apply-for-a-licence/club-licensing/north-devon/change-1> to upload this file and continue with your application.

Don't forget to make sure you have all your supporting documentation to hand.

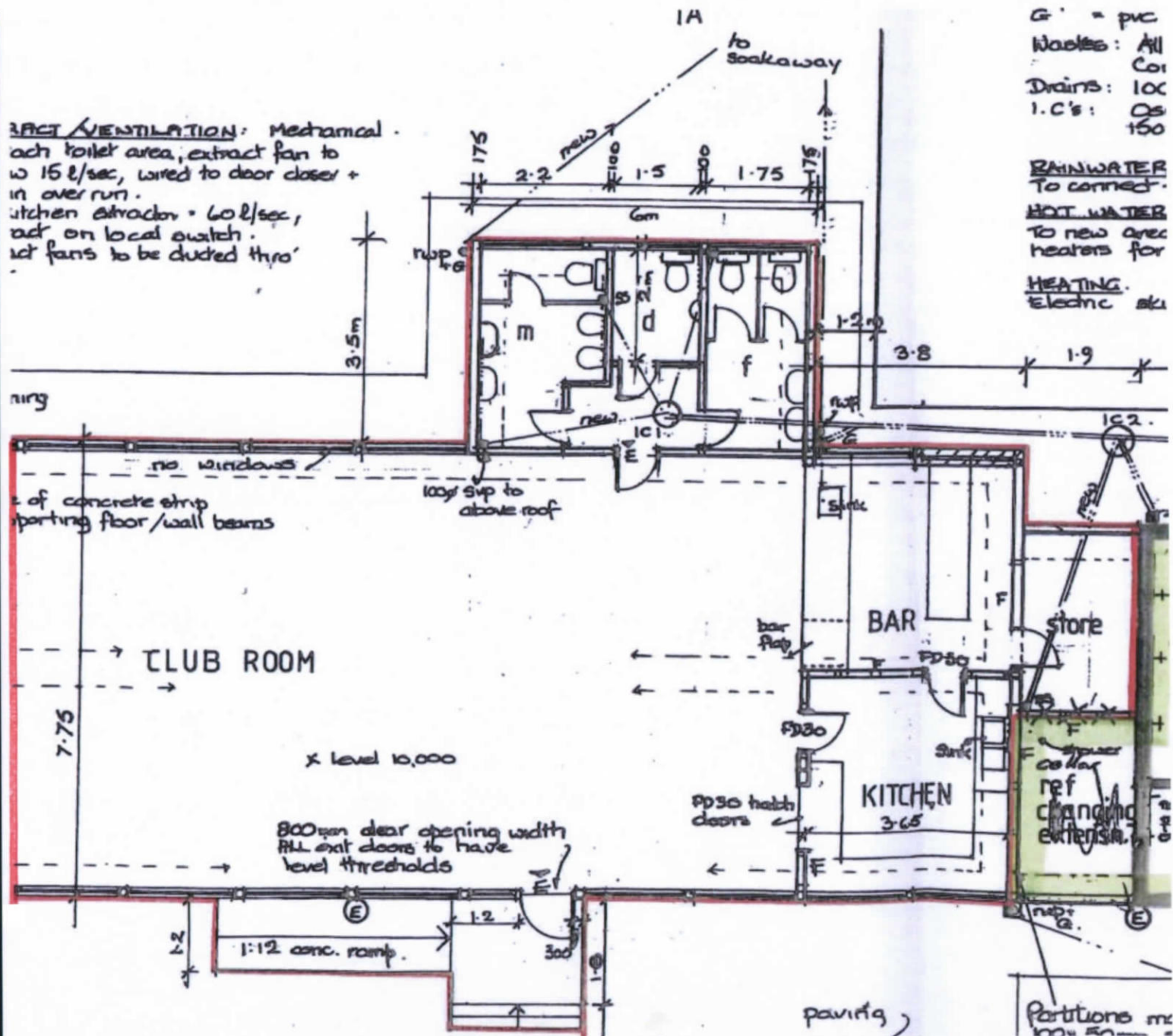
IT IS AN OFFENCE, UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION. THOSE WHO MAKE A FALSE STATEMENT MAY BE LIABLE ON SUMMARY CONVICTION TO A FINE OF ANY AMOUNT.

OFFICE USE ONLY

Applicant reference number	<input type="text"/>
Fee paid	<input type="text"/>
Payment provider reference	<input type="text"/>
ELMS Payment Reference	<input type="text"/>
Payment status	<input type="text"/>
Payment authorisation code	<input type="text"/>
Payment authorisation date	<input type="text"/>
Date and time submitted	<input type="text"/>
Approval deadline	<input type="text"/>
Error message	<input type="text"/>
Is Digitally signed	<input type="checkbox"/>

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#) [15](#) [16](#) [17](#) [18](#) [Next >](#)

3 FAN VENTILATION: Mechanical.
 each toilet area, extract fan to
 w 15 l/sec, wired to door closer +
 in over run.
 kitchen extractor = 60 l/sec,
 act on local switch.
 all fans to be ducted thro'



G = pvc
 Wastes: All
 Co:
 Drains: 100
 I.C's: 05
 150

RAINWATER
 To connect.

HOT WATER
 To new area
 heaters for

HEATING
 Electric sk

Constitution and Rules of Witheridge Sports Club

1. Name and Status

The name of the Club shall be the Witheridge Sports Club ("the Club") situated at the Playing Fields, Witheridge, Devon, EX16 8AH

The Club shall be a members Club and shall consist of those classes of members specified in rule 3.

2. Objectives

a. The objectives of the Club are:-

- i. The provision of sporting (mainly football) and social activities in Witheridge and its surrounding areas, and
- ii. The provision of adequate social amenities as necessary to support the objects in 2(a) above for members and visitors to the Club.

3. Membership and Voting Rights

a. The classes of members shall be set out below.

- i. Ordinary Members – Any person aged over 18 who is a fully paid up senior member of Witheridge Football Club or who is elected as an Ordinary Member in accordance with clause 4 and/or has been elected to sit on the Sports Club Committee.
- ii. Social Members – Any person aged over 18 years who is not an Ordinary Member and who is elected as a Social Member in accordance with clause 5.
- iii. Junior Members – Any person who is under 18 years who is elected as a Junior Member in accordance with clause 5.
- iv. Only Ordinary Members are entitled to vote at general meetings of the Club and in this context and elsewhere, general meeting shall also mean the annual general meeting and any extraordinary meetings.

4. Admission of Ordinary Members

a. An Ordinary Member shall be admitted to the Club upon the expiry of three days following he/she/they becoming a fully paid member of the football club or who is elected as an Ordinary Member in accordance with clause 4.

5. Admission of Social and Junior Members

- a. A Social Member shall be admitted to the Club upon the expiry of three days following payment of the subscription set for such a class of member.
- b. A Junior Member shall be admitted to the Club upon the expiry of three days following payment of the subscription set for such a class of member.

6. Management

a. The Management of the Club shall be entrusted to a Committee, except for those matters reserved under the rules for the Club in a general meeting, consisting of the Chairperson, Secretary and Treasurer (the Officers) and 7 others who must be Ordinary Members of the Club. The 10 Ordinary Members comprising the Committee will at all times include the Chairperson of the Football Club.

- b. The Committee may from time to time co-opt Ordinary Members onto the Committee but such co-opted members shall be entitled to vote.
- c. The aforementioned Committee members will be elected annually at the annual general meeting and all the Committee members are eligible for re-election.
- d. The Committee must meet at least quarterly and may meet at other such times as it determines.
- e. At all meetings of the Committee six shall form a quorum.

7. Sub-Committees

- a. The Committee may appoint one or more Sub-Committees to conduct such of the Club Committee's business as the Club's Committee shall deem appropriate. Any such Sub-Committee shall consist of not less than three Ordinary Members. All resolutions passed in a Sub-Committee shall be subject to ratification by the Committee.
- b. The Committee may appoint co-opted members onto any Sub-Committee and such members may be drawn from the Ordinary Members or the Social Members. Co-opted members will not be entitled to vote at meetings of a Sub-Committee.
- c. If any person for any reason ceases to be a member of the Committee he/she/they automatically ceases to be a member of the Sub-Committee, and another member of the Committee must be appointed to take their place.

8. Purchase and Supply of Liquor

- a. Purchase for the Club and supply by the Club of intoxicating liquor shall be at the discretion of the Committee.
- b. Purchase for the Club and supply by the Club of intoxicating liquor shall be permitted only by Committee Members who are over 18 years and are elected as members of the club.
- c. Purchase for the Club and supply by the Club of intoxicating liquor shall be done so in accordance with all legal and regulatory requirements.

9. Casual Vacancies

- a. The Committee may at any time fill any casual vacancy among the Officers of the Committee.
- b. Any Officer or member of the Committee so appointed hold office only until the next following annual general meeting but is then eligible for re-election.

10. Subscriptions

- a. The annual subscription of every Ordinary Member to the Football Club shall count as his/her/their annual subscription to the Sports Club.
- b. Every Ordinary Member who is not a member of the Football Club, Social Members and Junior Members shall pay an annual subscription to be determined at the annual general meeting and such annual subscription shall be paid by end of July each year.
- c. The subscription is deemed to be a debt due to the Treasurer of the Club for the time being.

- d. The Committee may terminate the membership of any member whose annual subscription remains unpaid within 8 weeks of the due date in any year.
- e. Terms and Conditions of Membership will be circulated to all Members when their membership fee is paid.
- f. The Committee may terminate the membership where a member's behaviour is deemed to have contravened the terms and conditions of membership.

11. Commission

- a. No one may at any time receive at the expense of the Club or any member of the Club any commission percentage or similar payment or with reference to purchases of intoxicating liquor by the Club.
- b. No one may directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to members or guests apart from any benefit accruing to the Club as a whole and apart also from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to a general gain from the carrying on of the Club.

12. Application of Profit

- a. No money or property of the Club or any gain arising from the carrying on of the Club may be applied otherwise than for the benefit of the Club as a whole or for some charitable, benevolent or political purpose or purposes chosen by resolution of the general meeting.

13. Accounts

- a. Full accounts of the financial affairs of the Club must be available to every Member when notice convening the annual general meeting is given.
- b. Detailed records including invoices and receipts, till records, cash books and payroll records are maintained and held by the treasurer. Members can request to view these records by writing to the committee. Access to details records may be limited to protect privacy or comply with data protection.

14. Annual General Meetings

- a. An annual General Meeting of the Club must be held each year and 15 months must not elapse without a general meeting.
- b. At each general meetings:-
 - i. The accounts for the previous financial year, having first been audited by the Club's auditors) must be presented and, if accepted, passed;
 - ii. The Officers of the Committee must be elected;
 - iii. Auditors must be elected;
 - iv. Any other business that has been communicated to the Secretary and included in the notice of the meeting sent by he/she/they to the members may be conducted.

15. Extraordinary General Meetings

- a. An extraordinary general meeting may be convened at any time and must be convened within 21 days of the requisition of one-fifth of the Ordinary Members of the Club for the time being or 30 Ordinary Members, whichever is less.
- b. A requisition must state the purpose for which the meeting is required and must be remitted to the Secretary.

16. Notice of Meetings

- a. At least 14 days before any general meeting the Secretary must send to every member at his address, as recorded in the Club's books or is post in a conspicuous place in the Club's premises a notice of the meeting stating the time when and place where it shall be held and the business to be conducted.

17. Business at a General Meeting

- a. The business at any general meeting must be limited to that provided for by these rules and any further matters set out in the notice convening the meeting.
- b. The minimum at any general meeting is 10.

18. Votes

- a. Each Ordinary Member shall have one vote at all meetings of the Club. Social Members and Junior Members shall not be entitled to a vote any meetings of the Club.

19. Chairperson

- a. The Chairperson(s) of the Club presides at all meetings of the Club but, if he/she/they are not present within 15 minutes after the time appointed for the meeting or has signified their inability to be present at the meeting, another Officer shall Chair the meeting.

20. Expulsion of Members

- a. The Committee may expel any member of the Club who offends against the rules of the club or whose conduct, in the opinion of the Committee, renders he/she/they unfit for the membership of the club.
- b. Before any member is expelled the Secretary must give them 7 days written notice to attend a meeting of the Committee and must inform them of the complaints made against them.
- c. No member may be expelled unless
 - i. He/she/they is first given the opportunity of appearing before the Committee and answering complaints made against them; and
 - ii. At least two thirds of the Committee present vote in favour of expulsion.

21. Guests

- a. Any member may introduce guests to the Club, provided that no one whose application for membership has been declined or that has been expelled from the Club may be introduced as a guest.
- b. The member introducing the guest must enter their name and address together with their own name in a book which must be kept at the Club premises. A fee of £2 must be paid to the Club on each occasion that a guest is signed in.

- c. No one may be admitted as a guest on more than three occasions in any one month.
- d. Guest shall be allowed to purchase a drink and play on any gaming machines on the Club premises.

22. Visitors

- a. Members of visiting teams (visitors) competing in events against the Football Club or any other sporting teams, and their supporters, shall on the day of such event be permitted entry to the Club premises and whilst on the premises they may purchase intoxicating liquor.
- b. The Committee reserves the right to refuse admission to any visitors or supporters at their own discretion.

23. Opening of the Club Premises

- a. The Club premises shall be open to members on the days and times between the hours as the Committee may determine and in accordance with their Club Premises License.

24. Club Bar and Permitted Hours

- a. The general running of the Club bar will be undertaken by the Committee or such persons as they appoint.
- b. Intoxicating liquor shall not be supplied to members and their guests otherwise than on the Club's premises and only by or on behalf of the Club.
- c. Intoxicating liquor shall be provided to:-
 - i. Ordinary or Social Members
 - ii. Members guests
 - iii. Visiting members
- d. The Club Bar will open in accordance with the Club Premises Licence.

25. Modification of the Rules

- a. No alteration or addition to these rules may be made except by a resolution carried by the majority of at least two-thirds of the Ordinary Members present at a general meeting.
- b. As soon as possible and in any case within 28 days after the making of any alteration or addition to these rules the Secretary must give written notice of the alteration or addition to the Local Authority of the district in which the Club is situated.

26. Headings

- a. The Headings to these rules are for the ease of reference only and are not to be taken into account in their representation.