

# Club Journal

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The magazine for all CIU members

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## Carlsberg UK appointed as Preferred Supplier to CIU

After a year of negotiations between Carlsberg UK, the National Executive Committee and Head Office, Carlsberg UK has been appointed as joint Preferred Supplier of beers and ciders to the Union.

This new agreement with the Northampton-based brewer will run alongside the existing deal between the CIU and Heineken UK.

Union President George Dawson welcomed the new agreement: "We are delighted that Carlsberg UK has come on board as joint Preferred Supplier of beers and ciders to the Union," he said.

"This is great news for our clubs as it will give them a broader choice of drinks to offer their members as well as increase clubs' access to business-building support."

As part of the new agreement, Carlsberg UK is working with the CIU on a bespoke business training programme for clubs.

CIU Office Manager Stephen Goulding

explained: "We are working closely with Carlsberg UK and its partners, including cpl training, to create a comprehensive training programme designed very specifically for CIU clubs and taking in their needs.

"Not only will the training programme be fully accredited but importantly the intellectual property of the course will belong to the Union."

Given its new status as a Preferred Supplier to the Union, Carlsberg UK has confirmed its attendance at the 24th Beer & Trades Exhibition in Blackpool on Friday April 10.

Union General Secretary Ken Green said: "The Beer & Trades Show is a great opportunity for clubs to interact with suppliers and gain valuable insight into boosting business.

"I would urge all clubs to come along to this year's event on the Friday before Conference."

## INSIDE...

Club News .....	3
Club Notices .....	5
Club of the Month ....	9
Business Q&A.....	12
HQ .....	14
Club Outings.....	18
Crossword .....	21
Sport on TV .....	22
CIU Sport .....	23



## CIU NATIONAL QUIZ

### Quiz Grand Final set for April 10

The CIU National Quiz, sponsored by Dransfields, has a fantastic new format this year with the Grand Final set to be held at Blackpool within the Beer & Trades Exhibition on Friday April 10.

All entrants will be notified by letter in early February, but watch out for next month's *Club Journal* as all will be revealed.

If you haven't entered but are attending the Exhibition you can still get involved and win spot prizes, as well as witness one of the UK's most competitive quiz tournaments.

# ANY QUESTIONS?



**Club Journal's panel of experts is ready to answer any of your queries regarding running your club**

**Q** Does my club need its own website and, if so, how do we go about getting one?

*Steve Bridger, Managing Director of Galatai Ltd, which runs the CIU's official website, responds:*

Over the last few years the use of the Internet has grown exponentially with people looking to see what is on and where on the night while not having to go to a club to find out. Mobile sites are more prevalent now than ever before and a club's presence is more important now than ever before.

I hope that this quick guide will assist clubs that are interested in going down this route. The average cost of putting a site up is approximately £80 per year which is excellent value for money – your shop window displayed across the world!

## First steps

The first thing is to decide a name for your site that can be easily remembered by members and relates to the name of your club which assists in Google searches.

Do not make it too long as there is the chance of spelling mistakes and people not remembering the name at all. The final part is what extension should you use? – .com .co.uk .org etc.

Remember, .com was originally for the American market and .co.uk for the British

market of registered companies, while .org and .org.uk are for non-profit-making organisations.

This has mainly been forgotten now as people choose extensions that they think sounds good and are easily remembered. (The maximum length of a name allowed is 32 characters excluding the extension and cannot contain spaces).

Once you have established a suitable name this has to be registered (the usual cost is about £10-12 for two years) as your domain but you must check that the name is available and as a precaution for yourself is not too similar to a company which could lead to confusion.

**“Too much information and the site can lose its appeal – too little and the site becomes vague. Start off small as you can always add information at a later date”**

Use a site such as [www.whois.com](http://www.whois.com) to see the available names. The next step is to choose a reliable hosting company and there are plenty of these out there offering varying packages and benefits, but you have to decide what you need out of your site before taking the plunge. (Prices vary from £1.50 to £6 per month for an annual contract).

Beware of the 'free' hosting sites as they rely on advertising on your site with the effect that it is no longer your site but the advertisers'.

It is imperative that you do not sign up immediately to the first registration and hosting company that you see advertised until you are ready with all your information and have decided who will be the registered name for the site and how the

payments will be made.

Most hosting companies only accept credit card or Paypal payments or direct debits – so who will be responsible in the club for this? It is also important that there are several people involved in the setting-up and agreement on passwords and who has access to the information and who will keep the site updated.

## I have the name – now what?

Decide what you want to put on the site – Easy? NO! Too much information and the site can lose its appeal – too little and the site becomes vague. Start off small as information can always be added later. Headings such as 'Home', 'About', 'Contact', 'Events' etc. are plenty to start with and leave the site ready for expansion.

Make your site 'clean' and easy to see and navigate with good links to other sites and possibly clubs.

## The website

How do you design a site? There are plenty of free software packages out there to use along with packages that the hosting companies supply that come with free templates.

The main thing to remember is that nothing is really free as the more you want to put on your site, the more you will be charged for packages to add specific items to the site.

Find someone in your club who has some experience and would be willing to assist you with the layout and page design.

Beware of large pictures that take time to load (these can be altered with software to speed download times). Do not put gimmicks on that 'look good' such as hit counters as these can be very counterproductive.

If you have a lot of hits then it looks good but only a few over a year and people will wonder why!



Good practice demands that every member of the committee is entitled to cast a vote whenever a decision has to be made



### What next?

You have your site registered, hosting company lined up and site designed with designated person(s) to keep the site updated and a payment process in place. Look for some local firms to advertise on your site to offset costs and possibly make the site pay.

Look for places to advertise your site for free. Let your members know what the club's address is as if the members do not know about the site then they will not look at it with your hard work going to waste.

There is an area on the CIU site for 'Linked Clubs'. Just complete the form and your site will be with the other clubs – your free advertising has already started!

If all the above seems a little daunting, the CIU has teamed up with Galatai Ltd which produces the CIU site. For a special price, clubs can have their own site designed for them. An example of this can be found at [www.ecc.ciu.org.uk](http://www.ecc.ciu.org.uk).

Further details of this offer can be found at: [www.galatai.com/ciu](http://www.galatai.com/ciu)

**Q** My question is this: in the event of a tied vote at a management committee meeting and given that a number of committee members have abstained, what is the role and voting rights/duties of the President/Vice President who is chairing the meeting? Our

understanding is that the President/Vice President has the casting vote but could you please clarify this scenario for us?

*Nick Walton LLM, Senior Solicitor at law firm Poppleston Allen, responds:*

Whilst the statutory requirements relating to general meetings generally do not apply to committee meetings, good practice demands that every member of the committee is entitled to cast a vote whenever a decision has to be made.

The person chairing the meeting may be given the casting vote to ensure that there is not a stalemate and to better ensure the progression of discussions and motions proposed by the meeting.

**“The person chairing the meeting may be given the casting vote to ensure that there is not a stalemate and to better ensure the progression of motions”**

The committee, as the body responsible for ensuring the operation of the club, should look to the rule book and ensure that such facilities are enshrined somewhere within the rules.

The committee cannot propose a motion which states that the Chair in this case the President or Vice President may cast a deciding vote on matters which effect the club and its membership in the case of a tie or stalemate.

The decision is for the membership and in certain circumstances the rule book may expressly provide that the President or Vice President shall not have a vote.

If the rule book does not expressly provide for a casting vote by the Chair of the committee or the President/Vice President, a proposal should be made to the membership at large by means of an EGM where the normal requirements are followed and the membership should be asked to support the motion enabling such an eventuality. The rules can then be amended accordingly.

Care, however, must be taken to ensure that such a proposal can be made to the membership by way of an EGM.

Some constitutions require that the rules may only be changed or amended at the AGM.

*Do you have a club-related problem that you think the Club Journal expert panel can help you with? If so, please send your question or query to [justin@clubjournal.co.uk](mailto:justin@clubjournal.co.uk) and we'll help you get the advice you need.*