

4. Meetings of the Board

- (1) The Board shall hold such meetings as it considers necessary for the efficient conduct of its affairs.
- (2) The Chairman of his own volition may, and if requested to do so at any time by any 2 members of the Board shall forthwith, convene a special meeting of the Board.
- (3) The Secretary shall cause to be given to each member of the Board in writing, either delivered personally or sent by post or telegraph, notice of every ordinary or special meeting of the Board at least 48 hours before the time appointed for the commencement of that meeting, unless the Chairman is of the opinion that shorter notice should be given because of an emergency in which case the Secretary shall cause the shorter notice to be given to each member.
- (4) In the case of special meetings the notice convening the meeting shall specify the business to be dealt with at that meeting, and only that business shall be dealt with.
- (5) Notwithstanding the provisions of subregulation (3), where it appears to the Chairman that, by reason of the urgency of a matter required to be dealt with by the Board, there is insufficient time available to convene a meeting to deal with that matter, if the matter in question is decided by a majority of the Board ascertained by separate communication to each member available, that decision shall be deemed to be the decision of the Board as if it was made at a duly convened meeting of the Board.
- (6) If a quorum is not present within half an hour of the time appointed for the commencement of a meeting the business lapses and the business set down for attention at that meeting shall be the business, or included in the business, for attention at the next ordinary or special meeting of the Board.
- (7) At meetings of the Board each member present shall vote on questions submitted at the meeting.
- (8) The order of business at ordinary meetings of the Board shall be —
 - (a) the confirmation of the minutes of the previous meeting;
 - (b) matters arising from the minutes of the previous meeting;
 - (c) all applications for a licence to carry on business as a bookmaker;
 - (d) all applications for a licence to undertake employment as a bookmaker's manager or employee; and
 - (e) general business, which shall include such other matters as any member of the Board decides to bring before the Board.

[Regulation 4 amended in Gazette 10 Jul 1992 p. 3287; 20 Sep 2002 p. 4698.]