

ELMBRIDGE EAGLES RUGBY CLUB

CONSTITUTION

1. Name

The club will be called *Elmbridge Eagles Rugby Club* and will be affiliated to the *London Junior League and Conference Rugby League*

2. Aims and objectives

The aims and objectives of the Club will be:

- To promote and provide facilities for the amateur sport of Rugby League in the Surrey area and community participation in the same.
- To offer coaching and competitive opportunities in Rugby League.
- To promote the club within the local community and in Rugby League.
- To manage the Club House and Grounds Elmbridge Eagles Rugby Club Oaken Lane Claygate Esher Surrey KT109BZ.
- To ensure a duty of care to all members of the Club.
- To provide all its services in a way that is fair to everyone.

3. Membership

Membership of the Club shall be open to anyone interested in rugby league on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

The Club may have different classes of membership and subscription on a non discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

The Management Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or the sport of rugby league into disrepute.

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations and all codes of practice that the Club has adopted.

Members will be enrolled in one of the following categories:

- Full member.
- Associate member.
- Junior member.

4. Membership fees

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.

Fees will be paid: Annually

5. Officers of the club

The **Executive Committee** officers of the club will be as follows:

For continuity purposes the expected term of office for positions is as written below.
The Following are voting positions

- Chair. 3 year
- Vice Chair. 3 year
- Club Secretary. 3 year
- Treasurer 2 year
- CWO 2 Year

At end of terms above these officers will retire but will be eligible for re-election at AGM
To be noted that the Secretary and Treasurer also hold Trustee positions for the Grounds.

General Officers (Non Voting) of the club are as follows

- Club Operations and Development Officer
- Senior General Manager/Secretary Over 18's
- Junior General Manager/Secretary Under 18's
- Mini General Manager/Secretary Under 11's
- Alcohol/Bar Manager
- Fixtures Secretary
- Volunteer Co-ordinator
- Website/Media Officer
- Any other relevant position

These officers will be elected annually at the Annual General Meeting.

Above officers will retire each year but will be eligible for re-appointment.

6. Management Committee

The Club will be managed through the Management Committee consisting of:

- Chair
- Vice Chair
- Secretary
- Treasurer
- CWO

- Only these posts will have the right to vote at meetings of the Management Committee.

- The Management Committee meetings will be convened by the Secretary of the club and held no less than four times per year.
- The quorum required for business to be agreed at Management Committee meetings will be:
60% of the Committee
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business
- The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations /constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.
- - The **Licensing SUB Committee** consists of:
 - The Bar Manager
 - The Chairman
 - The Vice-Chairman
 - The Club Secretary
 - The Club Treasurer
 - One Club Member

Please see note 12, we have to have this sub committee, due to our licence, and to comply with the Licensing act 2003

7. Finance

All Club monies will be banked in an account held in the name of the Club.

The Club Treasurer will be responsible for the finances of the Club.

The financial year of the Club will end on: 31st March each year

A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

8. Property and Funds

- (i) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by these Rules and all surplus income or profits are reinvested in the Club.
- (ii) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- (iii) The Club may also in connection with the sports purposes of the Club:
 - a. sell and supply food, drink and related sports clothing and equipment;
 - b. employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Management Committee without the person concerned being present;
 - c. pay for reasonable hospitality for visiting teams and guests; and
 - d. Indemnify the Management Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- (iv) The Committee will have due regard to the law on disability discrimination and child protection.

9. Annual General Meetings

Notice of Annual General Meetings (AGM) will be given by the Club Secretary. Not less than 21 clear days notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

10. Discipline and appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

A sub-committee of the Management Committee (made up of at least 3 members of the Management Committee one of which must be the CWO) will meet to hear complaints within 21 Days (or such longer period as the Management Committee deem appropriate to allow a proper investigation into the complaint) of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be the right of appeal by the person against whom the complaint was made to the Management Committee following disciplinary action being announced. A sub-committee of the Management Committee (made up of at least [3] members of the Management Committee who to the extent possible shall not include any individual who sat on the initial hearing) should consider the appeal within 14 days of the Secretary receiving the appeal.

11 Insurances

The Club has the following insurances obtained through the policyholder.

- (a) Sports Personal Accident
- (b) Combined Liability

The current policies have a renewal date of 1st August of each year.

Copies of the policies are to be held at the Club.

12. Club Registration Certificate

The Club Rules will comply with the **Licensing Act 2003**

- 12.1 Underage drinking will not be permitted. The supply of intoxicating liquor is strictly prohibited to any persons under the age of eighteen years.

The Club will ensure that:-

- a) Intoxicating liquor is not supplied, or intended to be supplied, to members on the premises otherwise than by or on behalf of the Club; and
- b) The purchase for the Club and the supply by the Club, of intoxicating liquor is the responsibility of the elected Alcohol/Bar Committee
- c) The premises will only be open to members for the purchase of intoxicating Liquor on Club match days, training days and fund raising events, between the following hours:-
 - 10am and 11p.m. on Weekdays and Saturdays.
 - 12 Noon and 10.30p.m. on Sundays.
- d) The premises will not be open on Christmas Day or Good Friday.
- e) Intoxicating liquor will only be sold to bona fide visitors. Bona fide visitors are: - Club members, Players of visiting clubs and their supporters. Guests of club members.
- f) Members of visiting teams and their supporters may purchase intoxicating Liquor providing they, or their representative, have signed the Visitors and Guest book.
- g) Members may invite a maximum of two guests into the club. All guests will be required to sign the Visitors and Guest book before purchasing intoxicating liquor. A member will not be allowed to bring more than four guests during any four week period.

Dissolution

- (i) Members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
- (ii) The Committee will then be responsible for the orderly winding up of the Club's affairs
- (iii) After settling all liabilities of the Club, the Management Committee shall dispose of the net assets remaining to one or more of the following:
 - a. to another Club with similar sports purposes which is a registered charity and/or

- b. to another Club with similar sports purposes which is a registered CASC and/or
- c. to the Club's governing body for use by them for related community sports.

CONSTITUTION

12. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

13. Declaration

ELMBRIDGE EAGLES RLFC hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: 

Date: 8th December 2016

Name: C.S. TAVENOR

Position: Club Chair

Signed: 

Date: 8th December 2016

Name: D. BLISTOW-BURROWS

Position: Club Secretary