



## Club Constitution

### RULES : NORTHWICH RUGBY UNION FOOTBALL CLUB FOUNDED 1964

#### NAMES AND OBJECTIVES

1. The name of the Club shall be Northwich Rugby Union Football Club, hereafter called the Club.
2. The Club shall be in membership with the Rugby Football Union, Cheshire Rugby Football Union and the Manchester District Rugby Union Referees' Society.
3. The objectives of the Club are the furtherance of the interests of Rugby Union Football.
4. The Club colours shall be black shirts and shorts, black socks topped with gold rings. The Club emblem shall be the "STAG" motif of Hartford Village.

#### CLUB STRUCTURE

5. The Senior Officer of the Club shall be the President.
6. The President shall be elected by the members at an Annual general Meeting for a term of 3 years. After which he may be available for re-election. Nominations for this position shall be approved by the Committee prior to submission at the next Annual General Meeting for election.
7. The other Officers of the Club shall consist of the Chairman, Vice Chairman responsible for playing, junior section, administration and operations, Secretary, Fixture Secretary, Treasurer, Director of Rugby, 1st XV Captain.
8. The club shall be administered by the General Committee hereafter called the 'Committee'.
9. The President shall be an ex. officio member of the committee.



10. The Club Coach shall be appointed by the Committee annually, or for such longer period as may be deemed appropriate, but not exceeding three years; and may be available for re-election.
11. The Committee shall be responsible for the ratification of the nominated captains from all teams for the ensuing season, such nominations to be confirmed at the Annual General Meeting.
12. All other Officers shall be elected by the members at the Annual General Meeting and nominations duly proposed, seconded and agreed, must be in the hands of the Committee Secretary, in writing by the 15th April.
13. Players representatives shall be elected at the A.G.M. These members' nominations duly proposed, seconded and agreed, must be in the hands of the Committee Secretary, in writing by the 15th April.
14. At all General Meetings of the Club, the President shall take the chair when in attendance. At all Committee Meetings the Chairman of the club shall take the chair.
15. At its first meeting after the Annual General Meeting the Committee shall delegate the duty of the selection of all teams to a Sub-Committee which will include a Chairman of Selectors, specifically nominated by the Committee, the Club Coach and the 1st XV Captain. One of the members shall act as secretary to the Selection Committee.
16. Disciplinary matters concerning breaches of club rules, or misconduct on or off the field of play shall be dealt with by a committee made up of the Club Chairman, Director of Rugby and one Vice Chairman. Players dismissed from the field of play shall be personally responsible for fines/admin charges levied by the RFU or their representatives.
17. The Committee shall be empowered to delegate any other of their duties to sub committees with such powers as the Committee determines to manage the affairs of the Club.
18. The Committee shall have the power to co-opt temporary members to fulfil specific functions that may arise during its term of office.



19. The Junior Section, under the jurisdiction of the Junior section chairman shall have its own constitution designed to take into account the specific and evolving needs of junior players of both sexes.

## VICE-PRESIDENTS

20. Vice Presidents shall be elected at the discretion of the Committee.

## TRUSTEES

21. The real and leasehold property of the club shall be vested in not more than three Trustees who shall be nominated by the Club in General Meeting and be non-committee members. They shall hold office until death or resignation or until removed from office by a resolution of the Club in General Meeting.

22. In all matters relating to the disposition of or dealing with such property of the Club, the Trustees will act under the direction of a resolution of the Committee (of which an entry in the Minute Book shall be conclusive evidence).

## MEMBERSHIP

23. The maximum number of members shall be determined by the Committee, and election thereof shall be vested solely in the said Committee.

24. Any person wishing to become a member shall be proposed and seconded by members, who themselves have been members for not less than twelve months and who are in good standing.

25. The name, address, date of birth and any current club affiliation of each candidate, with the names of the sponsors shall be posted on the club notice board at least 14 days prior to the day of election.

26. Any member who is of the opinion that any candidate so proposed would not be a desirable member, shall record the fact in writing to the Secretary for consideration by the Committee.



27. Providing no reasonable objection is raised, the Candidate's name will be submitted to the Committee and he shall be duly elected provided the votes received are favourable.

28. No candidate elected by the Committee shall be deemed a member or participate in the privileges or benefits until such times as their first subscription has been paid.

29. The Committee shall be empowered to elect Honorary Life Members at their discretion.

30. A record shall be kept of the names and addresses of all members of the Club.

31. Any member may resign by giving notice to that effect in writing to the Secretary but will not be relieved of any debts due to the Club, nor entitled to a refund of any part of his subscription for the current year.

32. There shall be the following classes of Membership:

- a) Playing Member
- b) Life Vice Presidents
- c) Vice Presidents
- d) Non-playing Member
- e) Junior Member up to 18-years of age
- f) Family Membership

and a subscription is payable on joining. The annual amount, and the weekly match fee for playing members, shall be decided by the Committee and ratified at the AGM

33. In the event of a playing member being a student in full time education or registered unemployed the subscription payable may be reduced by 50%.

34. It shall be a condition of membership of the Club that:

- i) any person who has not paid his subscription by October 31st shall not be permitted to play in any Club XV.
- ii) Any person who has not paid his subscription by October 31st shall not be allowed to use the Club facilities;



- iii) In order that (i) and (ii) above may be implemented the Hon. Treasurer shall provide the Selection Committee, the Team Captains and the Moss Farm Club Steward with a list of the names of any persons whose subscriptions are outstanding on the 1st November.

35. The names of the persons present whose subscriptions for the previous season are unpaid shall be read out by the Hon. Treasurer at the AGM, and such persons shall be debarred from voting. Similar action shall be taken at any Extraordinary General Meeting.

36. Club members and guests using the Moss Farm facilities and social centre must adhere to the rules of the management.

## FINANCE

37. The Financial Year will commence 1st May and end 30th April.

38. The Treasurer is authorised to open a bank account, receive monies, draw cheques and pay out cash on behalf of the Club and will keep a correct record of all incoming and outgoing in an acceptable form approved by the Club.

39. He will be required to present to the AGM a statement of receipts and expenditure for the preceding financial year and a balance sheet showing the assets and liabilities of the Club as at the end of the financial year.

40. He will ensure that all cash, cheques, Postal Orders or money orders received are paid into the Club's bank account without undue delay.

## AUDITORS

41. An auditor not being a member of the club or committee shall be appointed at each AGM to audit the accounts of the Club.

## ANNUAL GENERAL MEETING

42. The AGM shall be held not later than the 3rd Tuesday in May, 21 days notice having been given to all members.



43. The purpose of the *AGM* shall be:

- i) to receive from the *Committee* reports and a balance sheet and statement of account for the preceding financial year;
- ii) to elect *Officers* and ratify *Committee* nominations in terms of these Rules;
- iii) to discuss and vote on any resolution included on the agenda for the meeting.

#### EXTRAORDINARY GENERAL MEETING

44. The *Club Committee* may call an *Extraordinary General Meeting* at any time.

Upon a written request from the membership stating the reason(s) and signed by not less than 20 members, the minimum notice shall be 14 days.

#### QUORUM

45. The quorum of members, including the member taking the *Chair*, shall be 15 for *General Meetings* and 5 for *Committee Meetings*.

#### CASTING VOTE

46. In the event of an equality of votes at any meeting, the *Chairman* shall have the casting vote.

#### RULES - INTERPRETATION AND CHANGES

47. The *Committee* shall be the sole authority for the interpretation of these Rules and such interpretation shall be final and binding upon the members.

48. No alteration of these Rules shall be made except at an *Annual* or *Extraordinary General Meeting* when due notice has been given to all members in terms of Rules 42 or 44, and then only with the sanction of two-thirds of the members present.

#### AVAILABILITY OF RULES

49. A copy of these Rules shall be available to each member on request.



## WINDING UP

50. If upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed amongst the members, but shall be given or transferred to some other Club or Association having similar objectives to those of the Club' provided that such recipients shall prohibit the distribution of such property amongst its members to an extent at least as great as is imposed on the Club in this Rule. The committee at the time of the winding up or dissolution of the Club shall take all decisions in terms of this rule.

## NORTHWICH R.U.F.C.

The following club rules were passed by the Northwich RUFC Annual General Meeting held at Moss Farm, Northwich in accordance with the constitution on 12th May 2000.

Signed and witnessed by:

John Nancollis, Vice chairman: .....

Philip Clarke, Vice chairman: .....

Date: .....