

## Constitution of *ALDERNEY RUGBY FOOTBALL UNION CLUB*

### 1. Name

The club will be called *ALDERNEY RUGBY FOOTBALL UNION CLUB (ARFC)*.

### 2. Colours

The Club Colours will be black and gold.

### 3. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities for all in Rugby Union.
- To promote the club within the local community and Rugby Union.
- To manage ARFC & respect facilities leased to us by various bodies.
- 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.

### 4. Membership

To ensure all present and future members receive fair and equal treatment 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 codes of practice that the club has adopted. A copy of our codes of practice can be down loaded from the website ([www.alderneyrugby.co.uk](http://www.alderneyrugby.co.uk))

Members will be enrolled in one of the following categories:

- Full member.
- Social member.
- Junior member.
- Vice President.

### 5. Membership fees

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

Fees can be paid: annually or by monthly subscription.

### 6. Officers of the club

The officers of the club will be:

- President
  - Chairman
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- Honorary Secretary
- Treasurer
- Club Captain

Officers will be elected annually at the Annual General Meeting (AGM).

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

There will be a sub-committee made up from various positions (these may change per year or merged, dependent on decisions made in agreement by the membership body at the AGM).

## 7. Committee

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

- *President, Chair, Honorary Secretary, Treasurer & a minimum of two representatives from the membership.* 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 three times per year.
- The quorum required for business to be agreed at Management Committee meetings will be: 4

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 along with that player's Team captain.

## 8. 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: *30<sup>th</sup> October*

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

Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other officer.

## 9. Annual General Meetings

The Management Committee will call an Annual General meeting of the club in November or December each year.

Notice of the AGM will be given by the Club Secretary.

Not less than 14 clear days notice to be given to all members by any means determined by the Management Committee.

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 complaints of a breach of the Constitution, Club Rules or behaviour by members which brings the Club into disrepute shall be reported to the Club Secretary and responded to swiftly and appropriately in accordance with this constitution.

The Management Committee will meet to hear complaints. 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 *seven* days of the hearing. Any hearing must take place within 28 days of the complaint

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There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within *seven* days of the Secretary receiving the appeal.

Any on field indiscipline will be notified to the Management Committee by the team Captain. A yellow card will be dealt with by the Team captain, with full backing of the Management Committee.

A red card will result in an internal hearing, consisting of the player, the Team captain and at least two members of the Management Committee. This meeting will be recorded, with a copy being issued to all parties present and where appropriate forwarded onto the Hampshire RFU as outlined by the RFU guidelines

#### 11. Affiliation

The Club shall be affiliated to the Rugby Football Union and the Hampshire Rugby Football Union and shall be bound by their rules.

#### 12. Liability

In the event of the Club being dissolved due to financial difficulties, each full member shall be deemed equally liable for any outstanding debts. The Management Committee is deputed to apply for Limited Liability Status as and when they deem it applicable. The Club disclaims responsibility for damage to the person or property of anyone using the Club facilities or the loss of property brought into the Club.

#### 13. Indemnity

The Officers, members of the Management Committee, members of any sub-committee of the Club and members of the Club generally shall be entitled to be indemnified out of any and all assets and funds available to the Club which may lawfully be so applied, against all costs, liens, charges, expenses and liabilities whatsoever incurred by such person in the execution and discharge of duties undertaken on behalf of the Club or in relation thereto or incurred in good faith in the purported discharge of such duties.

#### 14. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership and any assets will become part of a body chosen by the membership, or donated to a local charity.

#### 15. Amendments to the constitution

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

#### 16. Declaration

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Alderney Rugby Union Football Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: *H. Symington*

Date: *4/11/18*

Name: *Harry SYMINGTON*  
Position: Club Chair

Signed: 

Date: *4/11/18*

Name: *Gareth*  
Position: Club Secretary