



## **CONSTITUTION AND RULES**

### **CONSTITUTION AND RULES OF WINCHESTER HOCKEY CLUB**

**(Hereafter referred to as The Club)**

**As approved at the Inaugural Meeting on 21<sup>st</sup> September 1997, and amended at the AGM's of May 2007,2008, 2009, 2013, 2017, June 2018 and June 2019**

# CONSTITUTION

## 1. Name

The name of The Club shall be Winchester Hockey Club.

## 2. Objectives

The Club is constituted by these rules as a non-profit making members club. Any annual or retained surpluses can only be used to maintain or improve The Club's facilities. No profit or surplus will be distributed. The property and funds of The Club cannot be used for the direct or indirect benefit of its members other than as reasonably allowed by this Constitution.

The purpose of The Club shall be to provide its members with facilities for participating in the game of hockey in all its aspects, and to promote the game of hockey in the Winchester area.

## 3. Membership

The Club shall consist of Presidents and Vice Presidents who shall be elected at the Annual General Meeting and the following categories of members:

- a. Senior members: Anyone over 18 years of age and no longer undergoing a course of full-time education.
- b. Student members: Anyone under 18 or undergoing a course of full-time education.
- c. Associate members: Anyone who at the discretion of the Committee may enjoy the privileges of membership at a reduced subscription.
- d. Honorary Life members.

WHC is committed to offering membership to be inclusive and diverse and in accordance with England Hockey Equality Policy of July 2014.

Any person aged 16 or over who has paid the appropriate subscription and whose membership has been approved by the Executive Committee is deemed to be a voting member of The Club.

A further non-voting membership category is a temporary member, and this includes any person using The Club's facilities.

#### 4. Management

- a. Management of The Club shall be vested in the Executive Committee which shall have full power within the scope of these Rules and shall be answerable to the membership of The Club in any General Meeting.
- b. The Executive Committee shall consist of

Chairman  
Vice - Chairman  
Club Secretary  
Club Treasurer  
Men's Club Captain  
Women's Club Captain  
Membership Secretary  
Junior Chairman.

- c. At least one member of the Executive Committee shall be a male playing member, and at least one member shall be a female playing member. In the event that this balance is not reached, either as a result of voting at the Annual General Meeting, or as a result of a vacancy arising on the Executive Committee, the Executive Committee is required to co-opt appropriate people forthwith until the above is achieved. Members of the Executive Committee co-opted under this rule have the same voting rights and powers in the Executive Committee as those of its members elected at the Annual General Meeting.
- d. The quorum of the Executive Committee shall be four.
- e. If the Executive Committee considers the formation of subcommittees to be appropriate for the efficient running of The Club and to be in The Club's best interest, the Executive Committee shall have a general discretion within the Constitution to do so. The Executive Committee also has the discretion to delegate to any such subcommittee those powers of the Executive Committee as it deems appropriate.

The quorum of any subcommittee which has a delegated power to commit The Club in any way financially shall be the greater of four or seventy-five per cent of the members forming that subcommittee.

- f. Minutes shall be taken of all meetings of the Executive Committee and of all meetings of subcommittees formed under these rules and shall be made available to the members of The Club.
- g. All Executive Committee members must resign from the Committee after 5 years. They can however put themselves forward to serve in the committee again for another period not exceeding 5 years. Unless there are exceptional circumstances no individual can serve in the same position on the Committee for over 10 years, i.e. 2 x 5-year periods

## **5. Activities**

- a. The Club may provide sporting and related social facilities, club sporting equipment, coaching courses, insurance cover, medical treatment, reasonable away-match expenses, post-match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided in the Finance Act 2002.

The Club, in connection with the sporting purposes of The Club, may also

- b. Sell and supply food, drink and related sports clothing and equipment.
- c. Employ members and remunerate them for providing goods and services, including coaching, on fair terms set by the Executive Committee without the person concerned being present.
- d. Pay for reasonable hospitality for visiting teams and guests.

## **6. Annual General Meeting**

- a. Business

The Annual General Meeting of The Club shall be held each year provided that no more than fifteen months shall elapse between Annual General Meetings. The date and time shall be fixed by the Executive Committee and the following minimum business shall be conducted, with the Chairman having responsibility to advise the AGM of any nominations received by the Executive Committee during the year for the position of Vice Presidents or Life Memberships for approval by the AGM:

- I. To approve the minutes of the preceding Annual General Meeting, and those of any Extraordinary General Meeting held during the year.
- II. To receive from the Executive Committee a Report, Balance Sheet and Statement of Accounts for the preceding financial year, and an estimate of income and expenditure for the current financial year.
- III. To elect the President and Vice-Presidents.
- IV. To vote on proposals for Honorary Life Membership (if any).
- V. To elect the members of the Executive Committee.
- VI. To elect members to fill other posts as deemed necessary by the Executive Committee.
- VII. To set the level of subscriptions and match fees for the following year.
- VIII. To appoint the auditor for the following year.
- IX. To decide on any resolution submitted to the meeting in accordance with the procedure set out under 'Resolutions' below.

b. Notice of Annual General Meeting

Notice of the Annual General Meeting shall be posted on the club notice Committee at least six weeks before the date of the meeting and written notice incorporating the Agenda shall be notified to each member of record at least fourteen days before the date of the meeting.

c. Resolutions

Any motion or proposal for decision at the Annual General Meeting must be submitted to the Secretary in writing not less than four weeks before the date of the meeting.

**7. Extraordinary General Meetings**

- a. The Executive Committee may at any time call an Extraordinary General Meeting.
- b. The Executive Committee shall promptly call an Extraordinary General Meeting on receipt of a written request signed by any ten members, stating the purpose for which the meeting is required.
- c. At least fourteen days written notice incorporating the Agenda shall be notified to each member of record.
- d. No other business shall be discussed except that which is on the Agenda.

**8. Conduct of General Meetings**

- a. The quorum for General Meetings shall be fifteen members present.
- b. In the event of the quorum not being reached, another meeting shall be called to take place at least fourteen and no longer than twenty-one days later.
- c. Resolutions other than those concerning modifications to the Constitution and Rules shall be decided by a simple majority vote.

**9. Modifications to the Constitution and Rules**

- a. This Constitution and these Rules may only be altered by a resolution passed at a General Meeting.
- b. Resolutions proposing changes to the Constitution and Rules must be properly notified in the General Meeting Agenda.
- c. A resolution to change the Constitution and Rules shall be decided if two thirds of those members present and voting are in favour.

**10. Accounts**

The Audited Accounts of The Club shall be presented to each Annual General meeting and at any other time stipulated by the Executive Committee. The Financial Year of The Club shall be from the first day of May to the last day of April.

**11. Subscriptions**

Subscriptions for the ensuing year shall be fixed by the General Meetings and shall be due on such dates as are determined by the Executive Committee.

**12. Collective Liability**

If at any General Meeting the funds in hand are insufficient to meet the liabilities of The Club, the Executive Committee shall have the power to call upon members to make up the deficiency pro rata according to prevailing subscription rates.

**13. Conduct of Members**

If in the opinion of the Executive Committee the conduct of a member is injurious to the interests of The Club, the member may be summoned to appear before the Executive Committee which shall then consider any explanation or statement made by the member. After due consideration, the Executive Committee shall have the power to expel the member or impose any lesser penalty that it may think fit.

Any member expelled pursuant to this rule shall have the right of appeal to an Extraordinary General Meeting on request in writing to the Executive Committee within fourteen days after notification to the member of the decision of the Executive Committee. An Extraordinary General Meeting shall be convened within twenty-one days of receipt of the written request. Expulsion shall be confirmed only if two thirds of the members present and voting at the Extraordinary General Meeting are in favour.

**14. Complaints**

All complaints shall be made in writing to the Secretary and the Executive Committee shall be bound to consider them at its next meeting.

**15. Resignation**

A member may at any time resign from membership of The Club by giving notice in writing to the Executive Committee but shall continue to be liable for monies due and unpaid at the date of resignation. Any person on ceasing to be a member of the Club shall forfeit all right and claim upon The Club, its property, and funds.

**16. Rules Binding**

Every member shall be bound by the Rules of The Club and shall waive all interest in The Club's property on ceasing to be a member except in so far as it relates to his or her holding, if any, in any special fund organised for a specific object.

**17. Club Equity Policy and restrictions to Membership**

The Club fully adopts The Club's Equity Policy, approved in October 2005, within this Constitution, in accordance with England Hockey guidelines. The Executive committee shall, however, have the right to refuse membership to applicants at its discretion but in accordance with the EH policy.

**18. Borrowing**

If at any time The Club in any General Meeting shall pass a resolution authorising the Executive Committee to borrow money the Executive Committee shall thereupon be empowered to borrow for the purposes of The Club an amount of money not exceeding that specified in the resolution. This may be done at one time or from time to time and at such rate of interest and in such form and manner and upon such security as shall be specified in the resolution and thereupon the Executive Committee shall make all such dispositions of The Club property or any part thereof and enter into such agreement in relation thereto as the Executive Committee may deem proper for giving security to such loans and interest.

All members of The Club whether voting on such resolution or not and all persons becoming members of The Club after passing of such resolution shall be deemed to have assented to the same as if they had voted in favour of such resolution.

The Executive Committee shall have no power to pledge the personal liability of any member of The Club for the repayment of any sums so borrowed.

The members of the Executive Committee and members acting properly in the course of running The Club shall be entitled to an indemnity against any liability incurred in the proper running of The Club out of but only to the extent of The Club's assets.

**19. Dissolution**

If at any General Meeting a resolution for the dissolution of The Club be passed by a majority of the members present and voting, then the Executive Committee shall call an Extraordinary General Meeting not less than one month thereafter for the purpose of confirming the decision to dissolve The Club.

The quorum for such a meeting shall be one half of the membership of The Club.

The resolution confirming the decision to dissolve The Club shall be passed if two thirds of the members present and voting are in favour.

In the event that the resolution is passed, the Executive Committee shall thereupon or at some future date if specified in the resolution proceed to realise the property of

As adopted at Inaugural Meeting: 21 September 1997 (amended May 2007/8/9/13/17/June 2018 & 2019)

The Club and after the discharge of all liabilities shall return any retained current year membership subscription funds equally among all the members eligible to vote, and donate any remaining funds to either another local hockey or sports club, or to England Hockey, and upon the completion of such division The Club shall be dissolved.

## 20. Mergers

If at any time, a motion is passed by a two thirds majority at a General Meeting which approves the merger of The Club with another Sports Club, the operation of the rule on Dissolution is waived, and the assets, good will, league positions, and other concomitants of The Club, will be subsumed into the merged Club.

Signed:

A handwritten signature in blue ink that reads "Andy Craig". The signature is written in a cursive style and is underlined with a long horizontal stroke.

Name: Andy Craig

Chairman Winchester Hockey Club

Date: 7<sup>th</sup> June 2019

### Note:

At the EGM of the 17th January 2014 a motion proposed by the Executive to enable wider junior participation in matters relating to the proposed Winchester HC Clubhouse was approved and is as follows. While this does not change the Constitution of The Club, it should be referred to and used in conjunction with any further AGM or EGM issues related to the Clubhouse:-

'This meeting approves the motion submitted by the Executive that one parent or guardian of a junior player or players who have fully paid their annual subscriptions to Winchester Hockey Club and are full Junior Members of The Club should be allowed to vote on all matters pertaining to the proposed Winchester Club House ".