

## Constitution

### 1. Name & Colours

- 1.1 The club will be called Gosport Borough Hockey Club (GBHC; the Club).
- 1.2 The colours of the club will be white and dark blue

### 2. Aims and objectives

The aims and objectives of the Club will be:

- To offer coaching and competitive opportunities in hockey at all levels of capability
- To promote the Club and hockey within the local community
- 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
- To ensure that all present and future members receive fair and equal treatment

### 3. Membership

3.1 Membership of the Club is open to all, regardless of age, ability, impairment, ethnicity, language, gender, health, religion, sexual orientation or social class.

3.2 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 conduct that the Club has adopted.

3.3 Membership categories are as defined in the Club Rules:

### 4. Subscriptions:

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

4.2 The annual subscription year will run from 1<sup>st</sup> September to 31<sup>st</sup> August. Subscriptions are payable in accordance with the Club Rules.

4.3 When applicants have paid their annual subscription they shall become members of the club and shall be entitled to all the privileges of membership.

### 5. Officers of the club

5.1 The Executive Officers of the club will be:

- President
- Chairperson
- Honorary Secretary
- Honorary Treasurer
- Membership Secretary
- Club Captain
- Fixtures Secretary
- Club Development Officer
- Social Secretary
- Junior Section Representative

5.2 All Executive Officers will be elected annually at the Annual General Meeting.

5.3 All Executive Officers will retire each year but will be eligible for re-election.

5.5 Non-executive committee posts that can be elected annually at the AGM are

- All Men's team captains
- All Ladies team captains
- All Mixed Team Captains

5.6 The Management Committee may co-opt additional non executive officers as it deems necessary for the proper running of the Club. These may include (but are not limited to) the following positions;

- Discipline Officer
- Umpires Liaison Officer
- "ClubsFirst" Co-ordinator
- Fundraising Secretary
- Publicity Officer
- First Aid Co-Ordinator
- Welfare Officer
- Kit Co-Ordinator
- Webmaster
- Adults Coaches
- Junior Coaches

## **6. Committee**

6.1 The club will be managed through the Management Committee consisting of all the Executive Officers of the Club. Only these post holders will have the right to vote at meetings of the Management Committee.

6.2 The quorum required for business to be agreed at Management Committee meetings will be 4 Executive Officers.. Meetings will be chaired by the Chairperson and in their absence the President. In the absence of both the Committee members present shall elect one of their number to be chairman for that meeting.

6.3 Decisions will be by simple majority. The Chairman of the meeting will, if necessary, have the casting vote.

6.4 Meetings of the Management Committee will be convened by the Secretary and held no less than 6 times per year.

6.5 The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

6.6 The Management Committee will have powers to appoint sub-committees and advisers to the Management Committee as necessary to fulfil its business.

6.7 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.

## **7. Finance**

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

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

7.3 The financial year of the club will end on 31<sup>st</sup> March. The accounts of the club shall be balanced at the end of each financial year and such accounts, duly scrutinised by a suitably qualified third party, shall be presented to the Management Committee as soon as possible following the end of the financial year. If the Management Committee

approves the accounts a copy shall be presented to all members at the first Annual General Meeting or Extraordinary Meeting following the financial year end.

7.4 All cheques drawn against club funds should be signed by two of the following; Treasurer, Chairman, Secretary or the President (the Cheque Signatories). All electronic payments shall be authorised by at least 2 of the Cheque Signatories.

## **8. Annual General Meetings**

8.1 The Club Secretary will give notice of the Annual General Meeting (AGM). Not less than 14 clear days' notice to be given to all members. The notice shall contain the Agenda, the text of any Motions, and a list of candidates for office or committee.

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

8.3 Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM. Members wishing to put Motions to the meeting shall send them in writing to the Honorary Secretary at least 4 weeks before the date of the meeting.

8.4 Election of officers is to take place at the AGM.

8.5 All members have the right to vote at the AGM.

8.6 The quorum for AGMs will be 10% of the eligible voting membership. Decisions will be by simple majority

8.7 Voting for Executive Officers, non-executive officers and for other business will be by show of hands unless the meeting calls for a secret ballot.

## **9. Extraordinary Meeting**

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

9.2 An EGM may also be called at the request of 10% of the total membership. These requests are to be given to the club secretary.

9.3 Not less than 7 days clear notice of a Extraordinary General Meeting shall be given to all members by the club secretary. The notice shall state the purpose for which the meeting is being called. No other business shall be introduced at the meeting.

## **10. Discipline, Appeals and Resignations**

10.1 The Management Committee will consider disciplinary matters in accordance with the Club Rules. .

10.5 Any Member may resign from the Club by giving notice, in writing, to the Secretary or Membership Secretary.

## **11. Team Selection**

11.1 All adult teams will be selected from the current membership list.

11.2 Only members who have paid or, have an agreed method of paying (e.g. Standing Order), the full membership fee will be considered for selection.

11.3 Selection will be made by a sub committee comprising of the Team captains and chaired by the Club captain. The sub-committee will meet as required , obtaining advice from the club coaches. The Club captain will have the right to decide on selection problems.

11.4 New members can be selected at the selection committee's discretion, as long as the player intends to become a full member within 1 month of playing his/her first match.

11.5 The junior team manager(s) and team coach(es) will select the junior teams.

## **12. Dissolution**

12.1 If the Club shall pass in General Meeting, by a majority comprising two-thirds or more of the members present and entitled to vote, a resolution of intention to dissolve the Club, the Executive Committee shall take immediate steps to carry out an orderly winding up of the Club's affairs. Once all liabilities have been repaid all remaining assets of the Club shall be applied for approved sporting or charitable purposes.

12.2 Approved sporting or charitable purposes means any one of three purposes that shall be approved in a General Meeting of the club or determined by the Executive Committee. The three options are:

- the purposes of the sport's governing body for use in the related community sport, for which the club existed
- the purposes of another registered Community Amateur Sports Club
- the purposes of a charity

12.3 The purposes of a charity means any body of persons or trust established for charitable purposes only. The requirement is not met unless the distribution is restricted to a charity and not some similar company or associations as this might not have charitable status. Even small, seemingly innocuous, departures from this precise wording such as 'charitable or benevolent purposes' may mean that this requirement is not met.

12.4 The value of the net assets of the Club will not

- be divided amongst the members
- be given to a non-charitable or not for profit organisation
- pass to what the Club deems to be an approved sporting body

12.5 Any grant made to GBHC by a grant making body – and where it is a condition of that grant that it will be re-paid to that body on dissolution of the Club – shall be repaid as part of the liabilities of the Club.

## **13. Interpretation of and Amendments to the constitution**

13.1 The Executive Committee shall be the sole authority for the interpretation of the Constitution. The decision of the Executive Committee on any question of interpretation or upon any matter affecting the Club that is not provided for in the Constitution shall be final and binding on all members.

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

## **14. Affiliations and Rules of the Game of Hockey**

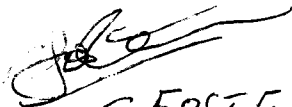
14.1 The Club shall be affiliated to all relevant county, regional and national associations as deemed relevant by the Management Committee

14.2 All games shall be played in accordance with the Rules of Hockey as adopted by England Hockey.

**15. Declaration**

Gosport Borough Hockey Club hereby adopts and accepts this constitution as a current operating guide regarding the actions of members.

Signed:  
Name:  
Club Chair

  
C FOSTER

Date: 14/3/15

Signed:



SIMON ATHERTON Dated: 17/3/15

Club Secretary