



**CONSTITUTION AND RULES**  
**of the**  
**CORSTORPHINE RUGBY FOOTBALL CLUB**

**1 Name**

The name of the Club shall be Corstorphine Rugby Football Club and referred to in this document as "the Club". We will also use Corstorphine Cougars or Cougars Rugby for marketing purposes.

**2 Purpose**

The object of the Club shall be to promote and encourage the playing of Rugby Union Football within the community as a member of the Scottish Rugby Union.

**3 Membership**

Membership of the Club will be divided into different classes as follows:

**VOTING**

1. Life Member (including former Life Members and Honorary Vice-Presidents of Corstorphine)
2. Adult Member (Male and Female)
3. Retired member (Aged 65 or over on 1<sup>st</sup> September in any year)
4. Under 21/ Students

**NON VOTING**

5. Social Membership
6. Under 19 (Mini/Youth)
7. Associate Member (being members of other clubs who have permission to use the playing facilities of the club. This membership category allows use of the clubhouse facilities only. The club Committee shall have the power to grant or cancel this membership category and to fix the subscription rate to be applied.)

<b>Membership</b>	<b>Description</b>	<b>Price</b>
Playing	All senior Men & Women players for season 2018/19. Full member rights & playing kit	£132.00 per year
Non-Playing	Adult membership with full member rights.	£102.00 per year
Student	Playing member for anyone in full time education (evidence required).	£72.00 per year
Retired	Non-playing member over age of 65 years old on 1 <sup>st</sup> September. Full member rights.	£57.00 per year
Social	Access to Clubhouse facilities only.	£42.00 per year
Mini/Youth	Access to Clubhouse facilities only.	£70 per year

**Applications for membership**

Candidates for admission to membership of the Club must complete an application form. Payment must be made within 30 days of being notified of a successful application.

Associate membership will be granted immediately when the Committee approves the application and the appropriate subscription has been paid.

The Club Committee shall have the power to reject any application. Membership is open to all and no application will be refused on other than reasonable grounds. There will be no discrimination on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex; sexual orientation, political or other opinion.

## **5 Subscriptions**

Subscriptions will be in respect of the Financial Year from 1 September to 31 August of the following year. They will be payable in advance and must be paid no later than 30 December each year to continue membership. Any member in arrears after that date shall be debarred from all privileges of the Club until payment has been made.

Members paying their full subscription by 30 September may receive a discount. The annual subscription for members and any discount shall be fixed at the AGM or at an EGM called specifically for that purpose.

The committee shall have the power to modify the subscription of any playing member who may be admitted after 31 December in any season.

Membership Cards will be issued on payment of the annual subscription.

## **6 Management**

The Management of the business and affairs of the Club shall be vested in a Committee elected annually at the Annual General Meeting. The composition shall be 6 office bearers and 4 ordinary members, one of whom shall be a players' representative.

Office bearers shall be:

- 1 President
- 2 Senior Vice President
- 3 Junior Vice President
- 4 Honorary Secretary
- 5 Honorary Treasurer
- 6 Fixture Secretary

The elected Committee may co-opt additional members to the Committee to assist with the efficient management of the Club.

## **7 Duties and Powers of the Committee**

1 The Committee shall meet as required but not less than once a month . At a meeting of the Committee a quorum shall consist of not less than five members of the Committee.

2 Committee meetings will be chaired by the President or in the absence of the President by a Vice President or whom failing the Honorary Secretary.

3 The Secretary and Treasurer shall keep correct Minutes and Accounts showing the administration and financial affairs of the Club. The Secretary and Treasurer shall endeavour to attend all meetings of the Committee and of the Club. The offices of Secretary and Treasurer may be combined and each may co-opt an assistant.

4 The Committee shall receive all revenues and meet all expenses in connection with the upkeep of the Club premises and shall meet any other expenses which in the opinion of the Committee are usual or necessary. No charge shall be levied and no expense for which the Club will be liable shall be incurred without the sanction of the Committee.

5 The Committee shall have the power to make such arrangements as they shall think fit for providing and maintaining premises for the use of any employee of the Club and to authorise any acts and execute any deeds or writings necessary for carrying out or giving effect to such arrangements.

6 The Committee shall have the power, with the consent of 75% of the Members voting at a Meeting of the Club called for the Purpose, from time to time to borrow or raise any sum or sums of money, whether by overdraft or by way of Standard Security or otherwise, and to authorise the Trustees to grant securities for all or any such sums, and by way of such security to convey, pledge or charge the property or assets of the Club present and future, and to give lenders or creditors powers to sell and other usual or necessary powers.

7 The Committee shall have the power to purchase or lease any heritable property for the purpose of the Club or to sell the same with the consent of 75% of the Members voting at a Meeting of the Club called for the Purpose: the title to any heritable property purchased or leased for the Club to be taken in the name of the Trustees for the time being and their successors in office.

8 The Trustees shall be the President, Secretary and Treasurer for the time being. No personal liability shall attach to any of the Trustees whilst carrying out their authorised duties on behalf of the Club.

9 At all committee meetings the Chairman will have the casting vote.

### **8 Financial Year**

The Financial Year of the Club will be from 1<sup>st</sup> April to the 31<sup>st</sup> March of the following year.

### **9 Annual General Meeting**

The Annual General Meeting of the Members (as defined in rule 3) shall be held in the Month of April and no later than the last Tuesday in April. Accounts showing an Income and Expenditure account and a Balance Sheet shall be prepared by the Treasurer, audited by a competent auditor and submitted to the meeting for approval.

The meeting will propose and elect the Auditor for the following year.

The Meeting will also receive a report on the affairs of the Club from the President and other elected office bearers.

Members of the Committee may stand for re-election should they wish.

Motions for discussion at the Meeting shall be submitted in writing to the Honorary Secretary before the end of March for inclusion on the Agenda. Only voting Members may propose and second such motions.

### **10 Extra-Ordinary General Meeting**

The Management Committee may, whenever they think fit, call an Extra-ordinary General Meeting of the Club and they shall be bound to do so upon a requisition in writing signed by not less than ten voting members. Such requisition shall be addressed to the Honorary Secretary and shall state the object of the meeting proposed. The Management Committee shall convene an EGM to be held within 28 days from the date on which the Honorary Secretary received the requisition.

### **11 Notice of Meetings**

Fourteen days' notice of Meetings of the Club shall be given to each Member. Such notice must state the time and place of the meeting and the business to be transacted.

No business other than that stated in the notice will be valid.

Every notice issued shall be deemed to have been served at the time of posting or if issued by email at the time of sending.

### **12 Conduct of Meetings**

A quorum for the Meetings of the Club shall be 15 fully paid up voting Members present. The Chairman shall be the President, whom failing a Vice President, or whom failing one of the Management Committee of the Club. The Chairman shall have a casting vote in addition to a personal vote.

Only fully paid up Members at the time of the meeting shall be eligible to vote.

### **13 Equity**

The Club operates an Equal Opportunities Policy where no one is denied the right to equal access on the grounds of age, race creed, colour, gender, disability, occupation, religion, sexual orientation or political persuasion or marital status or having or not having dependents. There is equality of opportunity in terms of the playing rights and the rights of members to attend general meetings, vote and hold office.

### **14 Protection**

The Club is fully committed to safeguarding the welfare of all the children in its care. It recognises the responsibility to promote safe practice and to protect children from harm, abuse and exploitation. Staff and volunteers will work together to embrace difference and diversity and respect the rights of children and young people.

### **15 Dissolution**

If, upon the winding up or dissolution of the Club there remains, after the satisfaction of all Club debts and liabilities, any property whatsoever, the same shall be given or transferred to some other organisation or organisations having objects (that is, aims and activities) similar to the objects of the Club. Such organisation and organisations will be determined by the members of the Club by Resolution passed at a General Meeting at or before the time of the dissolution, and in so far as effect cannot be given to such provision then to some charitable objects.

### **16 Constitution**

The Constitution can be altered or any proposal to amalgamate with another club or clubs can be affected only by a Resolution passed at an Extraordinary General Meeting called for that purpose. Such an Extraordinary General Meeting may be convened on a requisition in writing by not less than ten voting Members and the Resolution must be

carried at that meeting or an adjournment thereof by 75% of the voting Members present.

### **17 Bar**

1 The Committee shall appoint a Bar Convenor who must be a member of the Club to operate the Bar and who shall keep separate accounts on behalf of the Treasurer of the Club. The Bar Convenor will be responsible for the administration of the bar and for ensuring that the Operating Rules set by the Committee are observed.

2 All surpluses on the Bar Accounts are to be handed to the Treasurer of the Rugby Club. The Club Committee shall have full powers to deal with any questions arising on the terms and Club rules relating to the sale of alcoholic liquor and with any matters not already provided for.

3 No member of the Committee or other officials or servant shall have any personal interest in the sale of alcoholic liquors in the Club premises or in the profits arising from such sales.

4 A Member is only permitted to sign in a maximum of ten (10) visitors at any one time. No visitor shall be supplied with alcoholic liquor on the Club premises unless on the invitation of and in the company of a member: the Member shall, on admission of such visitor to the Club premises or immediately on his/her being supplied with such liquor enter his/her name and the name and address of his/her visitor in a book which shall be kept for the purpose and which shall show the date of each visit.

5 No alcoholic liquors shall be sold or supplied for consumption off the premises of the Club except to a Member of the Club in person for consumption by him or to a person holding a licence for the sale of such liquors.

6 Current licensing laws shall apply to the sale or consumption of alcoholic liquors on Club premises.

7 Hours during which alcoholic liquor can be sold shall conform to the Licensing Laws relating to the Club Licence. The Committee shall have the power to close the bar at any time. The Committee shall be responsible for all special licences.

8 For as long as it is required by the Licensing Regulations and as a consequence of a member of another club visiting the Club, the Club will maintain a book for guests showing

- the date of the admission
- the name and address of the person; and
- the name of the club

9 For as long as it is required by the Licensing Regulations the club will be a non-profit making business and will have a minimum membership of twenty five (25).