

OLNEY RUGBY FOOTBALL CLUB

Constitution

NAME	1	That the Club be called the Olney Rugby Football Club ('the Club')
COLOURS	2	That the colours of the Club will be cerise and French grey.
OBJECTS	3a	<p>The Club will be an unincorporated association for the benefit of members (categories of which as set out in article 11b).</p> <p>The main purposes of the Club are to provide facilities for and to promote participation in the amateur sport of rugby union in Olney and the local community ('Objects').</p>
	3b	<p>In furtherance of these primary Objects, the Club also has the following supplementary objects:</p> <ol style="list-style-type: none">I. to provide other ordinary benefits of an amateur sports club as set out in Community Amateur Sports Club (CASC) Regulations including without limitation provision of: suitably qualified coaches; coaching courses; insurance; medical treatment and other related facilities;II. to obtain funding for the activities of the Club by collecting entrance fees, membership subscriptions, match fees, and by obtaining sponsorship and other available funding;III. to promote the game of rugby union (the 'Game') within the Club;IV. to sell or supply food and/or drink, sports clothing, equipment and provide other activities as an incidental social adjunct to the sporting purposes of the Club;V. to acquire, establish, own, operate and turn to account in any way for the members' benefit the rugby union facilities of the Club together with buildings and easements, fixtures and fittings and accessories as will be thought advisable.
POWERS	4a	<p>The Executive Committee on behalf of the Club will have the powers to do all such lawful things as are consistent with the furtherance of its Objects ('Powers').</p> <p>The income and property of the Club will be applied solely towards the promotion of the Objects and no portion thereof will be paid or transferred directly or indirectly, overtly or covertly by way of distribution, bonus or otherwise by way of profit to the members of the Club or third parties, other than to other CASCs or registered charities.</p>
	4b	No member will be paid a salary, bonus fee or other remuneration for playing for the Club.
	4c	<p>Nothing in Article 4b will prevent the payment in good faith by the Club:</p> <ol style="list-style-type: none">I. to any officer, committee or sub-committee member of reasonable and proper out-of-pocket expenses incurred in the exercise of their powers and the discharge of their responsibilities in relation to the Club;II. of reasonable remuneration to a member of the Club for the supply of goods or services (excluding remuneration for playing for the Club);III. of interest on money lent by a member of the Club at a commercial rate of interest.
AFFILIATION	5a	The Club will be affiliated to the English Rugby Football Union, the Buckinghamshire Rugby Football Union, the East Midlands Rugby Football Union, the Northamptonshire and District Rugby Alliance and any other body the Executive Committee may from time to time deem appropriate for the effective administration and operation of the club.
	5b	The Club will adhere to the rules and regulations of the Rugby Football Union

- AGM
- 6a That the Annual General Meeting ('AGM') of the Club will be held before 30 June of each year to receive reports and for the election of President, Officers, Executive Committee and any other Officials as may be required, and to deal with any other matters on the Agenda.
- 6b The term of office will be for one year and members will be eligible for re-election.
- 6c The Honorary Secretary will give at least fourteen days' notice of the date and business of the AGM.
- 6d The quorum for the AGM will be 25 of members present entitled to vote.
- 6e Any vote will be by a show of hands and of a simple majority of those present and entitled to vote
- 6f The Chair of the Club will hold a deliberative as well as a casting vote at general meetings.
- SPECIAL MEETINGS
- 7 That a Special General Meeting of the Club may be convened at any time by the Executive Committee, or through them by ten members of the Club giving at least fourteen days' notice in writing to the Honorary Secretary of the reason for calling such Special Meeting ('SGM').
- The quorum and procedures are as for the AGM.
- EXECUTIVE COMMITTEE
- 8a That the executive committee will consist of:
- President;
 - Chair;
 - Honorary Secretary;
 - Honorary Treasurer;
 - Director of Rugby (Chair of Playing Committee);
 - Chair of the Mini and Junior Section;
 - Chair of the Social Club;
 - Chair of the Sponsorship/Fundraising Committee;
 - Chair of the Club Development Committee;
 - Club Safeguarding Officer;
- and,
- Three further club members to include;
 - A female registered playing member of the club,
 - A male registered playing member of the club.
- In the event that no playing members come forward at the AGM to take the above positions other members may be appointed in their place:
- together they form the executive committee (the Executive Committee).
- If required, a Vice-Chair will be elected by the Executive Committee from themselves
- 8b Each member of the Executive Committee must satisfy HMRC's fit and proper person test to be involved in the general control, management and administration of the Club.
- 8c The Executive Committee to consist of thirteen members including the above Officers of the Club. The quorum required for business to be agreed at Executive Committee meetings will be six and to include at least one officer (President, Chairman. Honorary Secretary or Honorary Treasurer).
- 8d Chairs of sub-Committees, unable to attend an Executive Committee meeting, having notified the Honorary Secretary in advance, may send a substitute from their committee who will have a proxy vote for the duration of the meeting.
- 8e A casual vacancy arising among the offices of President, Chair, Honorary Secretary, Honorary Treasurer or the elected committee members, will be filled by the Executive Committee, will have a vote and may remain in position until the date of the next AGM, unless a shorter term is otherwise determined by the Executive Committee.

The Executive Committee may co-opt further members of the Executive Committee as it deems fit. Such co-opted members will have no vote and may remain in position until the date of the next AGM, unless a shorter term is otherwise determined by the Executive Committee.

- 8f The Executive Committee will have the power to elect sub-Committees from themselves and may also co-opt members of the Club on such Committees. Membership of any such sub-Committee is not restricted. The Committee may delegate to any sub-Committee the powers that the Committee itself might have in respect thereto.
- 8g All activities and monies that are not directly related to the playing activities of the club are the responsibility of the social club ('the Social Club').
- 8h The Executive Committee will endeavour to meet regularly, at least 10 times in the year, usually on the second Monday of the month and at such other times as may be decided by the Executive Committee.
- 8i That the business of the Club will be conducted by the Executive Committee, who will have entire control thereof and who will, at their discretion, deal with any matter arising in connection with the Club and not provided for in this Constitution.

FINANCE

- 9a The Executive Committee will be responsible for the finances of the club, the management of which is delegated to the Honorary Treasurer.
- 9b The financial year of the Club will end on 30th April.
- 9c All club monies will be banked in an account held in the name of the club.
- 9d Any cheques drawn against club funds for £5000 or more should hold the signatures of the Honorary Treasurer and another club officer.
- 9e An audited statement of annual accounts will be presented by the Honorary Treasurer at the AGM.

SUBSCRIPTION

- 10 The membership fees paid for playing members and non playing members will be determined from time to time at members' meetings (payable on or before 1 November in the current season). Any Member not having paid their subscriptions by the above date shall be deemed to have resigned her/his membership of the Club. ('the Annual Subscription')

MEMBERSHIP

- 11a New Members will need to complete an application for membership in a form approved by the Executive Committee

For the avoidance of doubt membership is open to all without discrimination and may only be refused where admission to membership for good cause such as conduct or character likely to bring the Club or the sport into disrepute and no person shall be denied membership of the Club on the grounds of race, ethnic origin, nationality, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs. Any persons may appeal against refusal from membership to a separate appeals panel whose membership does not include any persons involved in the original decision.

For the purposes of registration the number of Members is declared to be unlimited.

A person shall not be entitled to any privileges of the Club until two days have passed since his application for membership was submitted, whether or not s/he is admitted as a Member before those two days have lapsed.

The Club or Member may invite to the Clubhouse a guest or guests.

- 11b The Club may have different categories of membership and Annual Subscription on a non-discriminatory and fair basis. The Club will keep Annual Subscriptions at levels that will not pose a significant obstacle to people participating.

Category	Criteria	AGM vote	Appointed/ Approved by	Subscription (set at AGM)
President	Elected at AGM from Life Members and VPs	Yes	AGM	
Life Member	An award to honour long and exceptional service to the club	Yes	Executive Committee	No obligation to pay any subscription
Vice President	A past player and/or with special service as a volunteer to the club or the game of rugby as a whole	Yes	Executive Committee (Membership Secretary)	Equivalent to Playing subscription
Hon Vice President	A discretionary award to thank a major sponsor or benefactor for the duration of the season/financial year	No	Executive Committee	None
Non Playing Member	Open to any non-playing adult affiliate of the club	Yes	Executive Committee (Membership Secretary)	Equivalent to Playing subscription
Playing Member	Adult (over 18 at midnight 31 st August)	Yes	Executive Committee (Membership Secretary)	Playing Subscription
Colt or Student Member	Colt (Over 16 and under 18 at midnight 31 st August) or students in full time education or other training	Yes (18+)	Executive Committee (Membership Secretary)	30% of playing subscription
Junior Member	Under 16 (at midnight 31 st August) – family membership (includes 2 x social membership)	No	Age Group Head Coach	Playing Subscription 2 nd child 50% reduction
Temporary member	Open to a player of any age for a period of 3 weeks to allow them to try rugby before committing themselves. Open to a visiting team and supporters for the day of the game only	No		None
Social Member		No	Social Committee	Social Subscription

- HONORARY APPOINTMENT 12 The Executive Committee will be empowered to appoint Honorary Vice-Presidents, Vice Presidents and Life Members.
- DISPUTES 13 That all disputes will be referred to the Executive Committee whose decision will be final.
- BAD CONDUCT 14a Any member who witnesses or has evidence of an act of bad behaviour at any time by any Club Member, or visitor to the Club, of whatever age, can report the matter to the Honorary Secretary or any member of the Executive Committee so the appropriate action can be taken. This complaint must be made within 72 hours from the alleged incident.

In the event if it being alleged that any Olney RFC Club Member has acted in breach of any of the Club Rules, or has acted in a manner prejudicial to the interests of Olney RFC or the Game, the Honorary Secretary will arrange for the allegation to be investigated in accordance with the Club's Discipline Policy.

If on investigation, there appears to the Honorary Secretary to be substance to the allegation, he shall appoint a minimum of three to form a discipline panel ('Discipline Panel') to consider the allegation and adjudicate on it. The Member against whom

the allegation is made must be given the opportunity to appear before the Discipline Panel and give evidence or make representations to it. If, on the balance of probabilities, the Discipline Panel is satisfied that the allegation is proven, the Discipline Panel is empowered to impose such penalties as it thinks appropriate, including expulsion.

14b Members, against whom an allegation of the nature referred to in 14a above has been proven, have the right to appeal against the Discipline Panel's findings to an appeal panel. Membership of the appeal panel will consist of a minimum of three people who have not been involved in the original decision ('Appeal Panel').

NOT FOR
PROFIT

15 All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

DISSOLUTION

16 A resolution to dissolve the Club can only be passed at an AGM or SGM through a 75% majority of the members present entitled to vote.

Upon dissolution of the Club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.'

CHANGE OF
CONSTITUTION

17 That any alteration to the Constitution must be made at an AGM or SGM of the Club and notice of proposed alterations must be sent in writing to the Honorary Secretary at or before an Executive Committee meeting prior to such meeting.

DECLARATION

Olney Rugby Football Club hereby adopts this constitution at the AGM
held on

SIGNED:

DATE:

NAME:

POSITION: Club Chair

SIGNED:

DATE:

NAME:

POSITION: Club Secretary