



## **Stanley Rangers ARLFC Constitution**

**The aims and objectives of the club will be:**

- To offer coaching and competitive opportunities in Rugby League
- To promote the club within the local community and Rugby League
- To manage Stanley Rangers
- 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

### **Membership**

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 conduct that the club has adopted.

Members will be enrolled in one of the following categories:

- Family member
- Playing member
- Club member
- Life member

### **Membership fees**

Membership fees will be set annually and agreed by the Finance and General Purpose's committee or determined at the AGM.

Fees will be paid: Annually when membership renewals are due.  
And will be taken at the time of renewal by the appropriate secretary.

### **Officers of the club**

The officers of the club will be:

- Chair
- Vice Chair (Open Age)
- General Secretary
- Junior Secretary

The Chair, General and Junior Secretary will be elected annually at the AGM. The Chair, General and Junior Secretary will retire each year but will be eligible for re-election.

### **Committee**

The club will be managed through a committee consisting of the above officers and a committee of twenty-four members or less. Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the General Secretary of the club and held monthly on the second Wednesday in the month.

The quorum required for business to be agreed at Management Committee meetings will be six.

The Management Committee will fine any age group who fail to have representation at the monthly Management Committee meeting. Two missed meetings will incur a fine of £10 and then £10 per meeting missed thereafter. The Management Committee reserves the right to accept or decline apologise received.

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

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.

### **Finance**

All club monies will be banked in an account held in the name of the club Finance and General Purposes Committee

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

The financial year of the club will end on: Date 31 July

An audited statement of annual accounts will be presented by the treasurer at the AGM of the Finance and General Purposes Committee.

Any cheques drawn on against club funds should hold the signatures of the Treasurer plus up to two other officers

All individual age groups monies may be managed by the age group.

A Financial Statement from each age group should be lodged with the Treasurer at the end of each playing season.

No financial undertakings in the club name should be made in excess of £200 without permission from the management committee.

### **Annual General Meetings**

Notice of the Annual General Meeting will be given by the club Management. Not less than 21 clear days' notice will be given to all members.

The AGM will receive a report from the officers of the Management Committee.

Nominations for officers of the Management Committee will be sent to the General Secretary prior to the AGM.

Election of officers is to take place at the AGM.

Nominations for coaches and administrators for each age group will be sent in writing to the General Secretary prior to the AGM.

The Management Committee shall select coaches and administration staff for each age group.

All members present have the right to vote at the AGM. Voting by proxy will not be allowed, only for rule changes.

The quorum for AGMs will be the number present.

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

### **Discipline and appeals**

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Disciplinary Committee will meet to hear the complaint within 7 days of the complaint being lodged. This may be opened and adjourned until a further date. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of the disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 3 days of the hearing.

Concerns regarding coaches should be initially be dealt with by the CWO who will follow the RFL Safeguarding Policy.

There will be right of appeal to the Management Committee following the disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal. This will be dealt with by the Discipline Appeals Committee.

The Discipline Committee should consist of at least three members at each discipline meeting.

The Discipline Appeals Committee should consist of at least three members at each discipline meeting.

Members of the Discipline Committee and Discipline Appeals Committee will be agreed each year once the Management Committee has been formed.

All complaints should be given in writing to the appropriate secretary where it will be dealt with under the clubs Discipline and Appeals Procedures.

### **Dissolution**

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Stanley Rangers.

### **Amendments to the constitution**

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

### **Declaration**

Stanley Rangers ARLFC hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

**Date: 01/08/18**