



## Stanley Rangers ARLFC Constitution

The aims and objectives of the club will be:

- To offer coaching along with player opportunities from non-competitive through to competitive in Rugby League, for ages 3 years and upwards
- 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 Stanley Rangers and Stanley Sports and Social 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.

### **1 Membership**

1.1 Membership consists of players and volunteers being registered on Sports TG for the relevant season along with payment of membership to both Stanley Rangers and Stanley Sports and Social Club. Stanley Rangers membership covers league/cup fees as well as insurance.

1.2 All members will be subject to the regulations of both Stanley Rangers and Yorkshire Junior and Youths League constitutions, by joining/registering members will be deemed to accept these regulations and codes of conduct that both have adopted.

- Governing Bodies - YJY, RFL [6s up to 18s]
- Yorkshire Men's [Open Age]
- Masters [34 +]

1.3 Members will be enrolled in one of the following categories:

- Family member £15
- Playing member £10

- Club member      £5
- Life member      N/A

## **2 Membership fees**

2.1 Membership fees will be set annually and agreed by Stanley Rangers Treasurer or determined at the AGM.

2.2 Fees will be paid: Annually when membership renewals are due  
[Deadline for rugby will be 21<sup>st</sup> January]

And will be taken at the time of renewal by the appropriate Treasurer by either cash or BACS Transfer.

## **3 Stanley Rangers Committee**

### **3.1 The Management committee:**

- Chair
- Secretary
- Child Welfare Officer
- Covid Rangers [2]
- Treasurer

3.2 All committee roles will be elected annually at the AGM. All roles will retire each year but will be eligible for re-election.

3.3 Stanley Sports and Social Clubs membership is £50 payable November each year and covers use of the facilities for both training and game days, bills, waste removal, cleaning, and bar staff.

## **4 Committee**

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

4.2 The Management Committee will be convened by the Secretary of the club and held monthly.

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

4.3 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.

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

4.5 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.

## **5 Finance**

5.1 All monies from membership and whole club fundraisers will be banked in an account held in Stanley Rangers name

5.2 Teams wishing to withdraw from SR monies i.e., coaching badges/equipment will need to put this in writing to Stanley Rangers Treasurer with cost and supplier included which will be brought to the monthly meeting.

Chair and Secretary have final vote on team expenditure.

5.3 All receipts of purchases from funds need to be handed to the treasurer within 14 days of purchase.

Any unspent funds need to be returned to the treasurer within 14 days after receipts have been handed in Failure to do so could result in that age groups games being suspended.

5.4 Participants will pay membership to Stanley Rangers Treasurer who is then responsible to pay League/Cup and Insurance fees.

Membership runs January to December.

5.5 All individual age groups monies [team subs] may be managed by the age group.

Individual teams will be responsible for their own finances for the day to day running of their age group: pre and after game food, match wear, game day raffles, first aid kit, sanitiser, gala entries, Super league pre match festivals etc.

Limit of £15 plus discount for siblings

Teams can sell bacon/sausage sandwiches and hot drinks only, all cold drinks, alcohol, and snacks to be purchased via the bar.

5.6 Galas, fundraising events, equipment needs, coaching courses, 100 clubs ..... Will be brought to the monthly meeting for voting. All monies raised or paid out for these will be from the Treasurers account.

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

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

5.7 The financial year of the Stanley Rangers will end on: Date 30<sup>th</sup> November [season runs March - July /September - November] Teams will need to produce their own team Audit, to be given to Stanley Rangers Treasurer by 31<sup>st</sup> December.

Stanley Rangers Treasurer will meet with Stanley Sports and Social clubs Treasurer to collaborate both teams and Whole clubs Audits.

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

An audited statement of annual accounts will be presented by the treasurer at the AGM of the Stanley Rangers Management Committee.

## **6 Annual General Meetings**

Notice of the Annual General Meeting will be given by Stanley Rangers Secretary. No less than 21 clear days' notice will be given to all members.

6.1 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.

6.2 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.

6.3 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.

## **7 Discipline and appeals.**

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

The Disciplinary Committee [Chair, Secretary, CWO] 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.

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

7.3 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 [Coaches not involved in hearing] should consist of at least three members at each discipline meeting.

7.4 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.

## **8 Grounds and Facilities**

Stanley Sports and Social Club oversee both the clubhouse facilities and Training Fields.

8.1 Changing rooms will be allocated to teams via Stanley Sports and Social Club to Rugby's Secretary

All teams are to sweep down the changing rooms used by both home and opposition, last team to attend mops the changing rooms.

8.2 Kitchen and club use are allocated to teams via Sports and Social for both pre and after game food/presentations.

All teams to clean down afterwards both the kitchen and tables used in rooms, teams to use own black bags, cutlery, dish cloth, tea towels, washing up liquid.

Disposable cups for hot drinks.

8.3 Stanley Sports and Social club need notification of any issues/repairs needed with regards to drainage, lighting, and access i.e., the facilities

## **9 Dissolution**

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

In the event of dissolution, any assets of Rugby that remain will become the property of RFL/Yorkshire Junior and Youth League

## **10 Amendments to the constitution**

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

## **11 Declaration**

Stanley Rangers ARLFC hereby adopts and accepts this constitution as a current operating guide regulating the actions of members, members are to also read and sign parent/player/coaches/volunteer codes of conduct.

**Date: 10/02/2021** constitution to be reviewed every season.