



CAMBRIDGE SOUTH HOCKEY CLUB

CONSTITUTION

1. Identity

- 1.1. The name of the club shall be Cambridge South Hockey Club.
- 1.2. The club shall be situated in or near the city of Cambridge.
- 1.3. The club shall seek affiliation to the Cambridgeshire Hockey Association, the East Region Hockey Association and England Hockey or any successor organisations and shall compete in the East Hockey Leagues, regional junior leagues or equivalent competitions.

2. Objects

- 2.1. The objects of the club shall be:
 - To provide opportunities for members to play, coach and umpire hockey at both a social and competitive level and to improve and develop their skills in the game.
 - The provision of social activities and events for members and the promotion of the broader social and playing life of the club.
 - To provide a safe, equitable and effective environment in which to play hockey.
- 2.2. The club is committed to encouraging the highest ethical standards. All individuals involved in the club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.

3. Membership

- 3.1. The membership shall consist of Full Members, Associate Members, Junior Members and Honorary Members. Membership is subject to the payment of the appropriate subscription. A member who has not paid their subscription by the date due shall cease to be a member.
- 3.2. No application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

- 3.3. All members by joining the club shall be deemed to accept the terms of this constitution and any resolutions from time to time adopted by the club.

4. Conduct and Discipline

- 4.1. The committee may make regulations regarding the conduct and behaviour of members.
- 4.2. Complaints regarding the behaviour of members may be made to an officer of the club, who shall refer the matter to the Honorary Secretary for consideration by the committee where appropriate.
- 4.3. The committee may take disciplinary action, including suspending or terminating the membership of any member whose conduct has been, in the opinion of the committee, contrary to the interests of the club.
- 4.4. All concerns, allegations or reports of poor practice or abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The Welfare Officer is the lead contact for all members in the event of any child protection concerns.

5. Management

- 5.1. The affairs of the club shall be managed by the committee except for matters reserved for the decision of the club membership in general meeting.
- 5.2. The committee shall consist of the officers of the club, who shall be the Chairman, Honorary Secretary, Honorary Treasurer and the Men's and Ladies' team captains, all of whom shall be elected by the club at the Annual General Meeting together with such other officers as may be nominated for election.
- 5.3. The committee may appoint additional officers for such purposes and for such period as it deems appropriate. Each team captain may appoint one or more vice-captains.
- 5.4. All officers must be members of the club.
- 5.5. Officers shall cease to hold office after the next Annual General Meeting following their election or appointment, on giving notice of retirement, on removal by vote of the members in general meeting or, for appointed officers, on removal by decision of the committee. Vacancies may be filled by the committee *pro tem* pending an election at the next general meeting.
- 5.6. The committee may further appoint an honorary President of the club; appoint those performing service to the club to the status of Associate Member; and appoint as Honorary Members those it considers deserving.
- 5.7. Decisions of the committee shall be made by majority vote of those officers present at a duly called committee meeting. A team captain unable to attend may appoint a vice-captain to attend as their delegate. A minimum of 8 officers, must be present for a meeting to be quorate. Meetings may be called on not less than 7 days' notice by either the Honorary Secretary or 6 other officers. Each officer shall have a single vote, regardless of

whether they hold more than one office. In the event of a tied vote, the Chairman shall have a casting vote.

5.8. The powers and duties of each officer shall be determined by the committee.

6. General Meetings

Annual General Meeting

6.1. An Annual General Meeting shall be held between 1st April and 30th June each year to:

- Approve the minutes of the previous year's AGM.
- Receive reports from the Chairman and the Honorary Secretary.
- Receive a report from the Honorary Treasurer and approve the annual accounts.
- Elect the officers of the club.
- Fix the subscriptions and fees for the ensuing year.
- Consider changes to the constitution.
- Deal with other relevant business.

Extraordinary General Meeting

6.2. An Extraordinary General Meeting may be called at any time by the committee or by application in writing by at least 10 adult members to the Honorary Secretary.

Notices

6.3. Notice of the time and venue of a general meeting shall be given to the membership at least 14 days before the date of such a meeting. The notice shall include an agenda for the meeting. Items may be added to the agenda for the meeting by proposal to the Honorary Secretary. The Honorary Secretary may decline to add items they deem to be frivolous or made with vexatious intent, except that any item proposed by 5 members shall be added to the agenda. No item shall be included in the agenda unless fair notice of it has been given to the membership.

Conduct of Meetings

6.4. In the absence of the Chairman, an alternative chairman shall be elected as the first order of the meeting.

6.5. Every adult member of the club in good standing shall be entitled to be present and to vote at any general meeting. A minimum of 12 members must be present for a general meeting to be quorate. Decisions shall be made by a simple majority vote. Only female members may vote in the election of Ladies' team captains and only male members may vote in the election of Men's team captains. Should there be equality on any voting issue the chairman of the meeting shall have a casting vote.

Changes to the Constitution

- 6.6. Amendments to the constitution may be made by a two-thirds majority of those members present and entitled to vote at any general meeting.
- 6.7. A proposal to change the constitution or to dissolve the club must be submitted in writing to the Honorary Secretary who shall circulate the proposal to all members at least 7 days in advance of the general meeting at which the amendment is to be voted on.

7. Finances

- 7.1. The Honorary Treasurer shall be responsible for the finances of the club and the preparation of the annual accounts.
- 7.2. All club monies will be banked in an account held in the name of the club. All payments drawn against the club's funds shall be authorised by the Honorary Treasurer and, for sum's greater than £300, two other officers.
- 7.3. All adult members shall be jointly and severally responsible for the financial liabilities of the club.

8. Dissolution of the Club

- 8.1. The club is a non-profit making organisation. All profits and surpluses will be used to maintain, improve or develop the club or to carry out the objects of the associations to which it is affiliated. No profit or surplus will be distributed other than to another non-profit making body on a winding-up or dissolution of the club.
- 8.2. 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 committee shall take immediate steps to convert all of the assets of the club into cash.
- 8.3. The proceeds of the conversion shall be used by the committee firstly to discharge all the debts and liabilities of the club. Any balance shall be passed on to some other organisation or organisations having objects similar to the club, to be determined by the members of the club in general meeting or, in the absence of such a resolution, to the East Region Hockey Association or any successor organisation.

We the undersigned, as Chairman and Honorary Secretary, confirm the validity and accuracy of this constitution as adopted by the club in a general meeting held on 19th June 2017:

Signed: _____ Signed: _____

Name: John Greaves Name: Neil Sneade

Position: Chairman Position: Honorary Secretary

Date: _____ Date: _____