

BLACKBROOK ROYALS
CONSTITUTION AND RULES

1. NAME

The Club shall be called **the BLACKBROOK ROYALS JUNIOR RUGBY LEAGUE FOOTBALL CLUB.**

The Club is affiliated to the Blackbrook Rugby & Recreation Club.

2. OBJECTIVES

The objectives of the Club are :

(i) To promote and provide facilities for the playing of rugby league at youth and junior levels;

(ii) To promote and provide social activities for members of the Club and their guests;

Membership of the Club shall be open to anyone interested regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. The purpose of this membership is to fund, by way of monthly subscriptions, (i) and (ii) above.

3. MANAGEMENT OF THE CLUB

The control of the Club shall be vested in an Executive Committee consisting of the President, Chairman, Vice Chairman, Secretary and Treasurer and up to seven members, all of whom shall be elected by ballot at the Annual General Meeting of the Club.

In addition, each Team shall have the right to nominate one Team Representative.

A quorum to consist of four Members plus at least two Officers of the Club.

Should any member of the Executive Committee fail to attend for three consecutive meetings without a satisfactory reason being given, the Committee shall have the power to declare the position of such a member vacant and to elect any member of the Club to fill such position.

The Executive Committee shall have the power to elect any member of the Club to fill any casual vacancy which may arise by death or resignation or by reason of any official or member of the Committee ceasing during his/her term of office to be a member of the Club.

The Officers and Members of the Executive Committee shall hold office from their election until the next Annual General Meeting provided that any Officer or Member may at any time retire by giving to the Secretary notice of his/her wish to do so. Where possible ninety days notice should be given of any subsequent retirement.

4. HONORARY LIFE MEMBERS

The Executive Committee may confer honorary membership on such person or persons as they think fit for the period of the membership stated. .

5. MEETINGS

General Meetings

The Committee shall hold meetings on a regular basis throughout the year, usually one per calendar month. The Committee shall also meet at the request of the Chairman or two thirds of the membership.

The Secretary shall notify members of the Committee of any meeting giving at least 7 days notice.

Annual General Meeting

The Annual General Meeting of the Club shall be held once in every year. The meeting shall be held upon a day and a time fixed by the Executive Committee and shall be held for the following purposes :

- (i) To receive an Annual Report and Statement of Accounts for the previous financial year.;
- (ii) To elect Officers and members of the Executive Committee for the ensuing year;
- (iii) To appoint Coaches for the forthcoming season;
- (iv) To discuss any potential changes to the rules or constitution. (Any such alterations will require a two thirds majority); and
- (v) To decide upon any resolution, proposal or matter and transact any other business which shall be duly submitted to the meeting.

The election of Executive Committee Members and Officers shall be by way of a show of hands or by taking a division or in such other manner as the Committee may deem most convenient. The candidate who receives the most votes shall be elected. In the event of a tie the Chairman shall have a second or casting vote.

Persons eligible to vote shall consist of:

- (a) All current Committee Officers and Members
- (b) All Life Members
- (c) All recognised Coaches
- (d) All parents of players that pay annual subscriptions for at least one child.

Every candidate for the office of Chairman, Secretary or Treasurer or membership of the Executive Committee shall be proposed and seconded by two members of the Club. Such proposals, duly signed by each candidate, shall be sent to the Secretary in writing not less than 7 days before the Meeting.

There should be 7 days notice given to the Secretary of any proposed amendments to the rules or constitution.

Special General Meeting

The Executive Committee may at any time for any special purpose call a Special General Meeting.

Notice of any Special General Meeting and the business to be transacted shall be posted on the notice board of the Club at least 7 days before holding the same.

At each Annual General or Special General Meeting the Chairman or Vice Chairman, or in his/her absence a member selected by the Committee shall take the chair.

6. OFFICER DUTIES

Duties of Chair Person

The Chairman shall preside at all meetings and keep order and shall give advice to any member who may require it on any matter that concerns the Club. He/she may also make, or cause to be made, all necessary enquiries as to any irregularities that may exist and to report the result of such enquiries to the next Executive Committee meeting. He/she shall enforce to the utmost of his/her ability a strict observance of the rules of the Club. He/she shall have free access to the accounts and books of the Secretary and Treasurer and shall sign the minutes of all meetings passed by the Executive Committee. He/she shall put all motions which shall have been duly proposed and seconded. The decision of the majority of those present shall be deemed the decision of the whole body. In the case of an equal division of vote he/she shall have a casting vote.

Duties of Secretary

The Secretary shall keep a Minute Book in which shall be recorded the transactions and resolutions of all meetings. He/she shall conduct all correspondence and supply the members with all the necessary information in accordance with these Rules.

Duties of Treasurer

The Treasurer shall keep accounts and be responsible for all monies handed to him/her in connection with the Club. He/she shall keep a cash book in which shall be entered the receipts and disbursements of the Club. He/she shall, after receiving instructions from the Executive Committee, discharge payment of all bills and obtain receipts for all monies paid. He/she must pay in or withdraw from the bank in the name of the Club any amount which the Committee may from time to time determine and shall furnish a report at each Committee meeting of the balance at the bank and in hand. He/she shall also prepare a Statement of Accounts which shall be submitted to the Annual General

Meeting or at such other meeting as shall be determined by the Executive Committee.

All Officers and Members of the Committee will be bound by and must adhere to the Club's Code of Conduct for Officials and Volunteers.

7. COACHING STAFF

All coaches at the Club will be required to hold the minimum coaching qualification needed to continue his / her duties as stipulated by the sport's governing body and will undertake continuing coach development.

All coaches must agree to all checks requested by the governing body (RFL) and must comply with the Club's Child Protection (DBS) and Equal Opportunities Policies and Coaches Code of Conduct. Coaches are also expected to attend up skilling sessions hosted by the club or other recognised bodies.

The Committee may exercise the right to ask any coach to leave the Club should he/she not comply with any of the guidelines set out by the Club or governing body.

The Committee reserves the right to refuse any individual from coaching at the Club.

8. PLAYERS

All players shall be registered with the relevant governing body.

Any falsification of registration documentation will lead to instant dismissal from the Club.

All players must adhere to the Club's Players Code of Conduct at all times.

9. PARENTS / SPECTATORS

All Parents / Spectators must adhere to the Club's Parents and Spectators Code of Conduct at all times.

10. DISCIPLINE

The Club and its Committee will follow and act within the guidelines laid down by the governing body.

Matters in relation to discipline in respect of coaches, players or parents/spectators will be dealt with by the Executive which will take any action deemed necessary. The relevant Team representative may attend any such disciplinary meetings to give evidence or support the individual involved.

11. FINANCIAL MATTERS

The Financial year of the Club shall end on 31 December in each year to which day the Accounts of the Club shall be balanced.

All surpluses generated will be reinvested in the Club and the Blackbrook Rugby & Recreational Club to improve the coaching experience and enhance the facilities

provided by the Recreational Club, no such amounts shall be distributed to members or third parties.

The Club expects all coaches, players and parents to participate in such fund raising events as the Committee may from time to time determine.

There shall be no individual team fund raising except for certain designated events or in special circumstances where express permission has been obtained from the Executive. Any monies raised from such events will be held in the Club bank account until such time as a request to spend on specified items is received.

Under no circumstances should any bank accounts be opened on behalf of individual teams nor should any monies raised in the name of Blackbrook Royals be deposited in any other account other than the Club's official bank account. Except with the expressed consent of the Committee in exceptional circumstances.

Sponsors may be obtained by individual teams to facilitate the acquisition of playing kit, tracksuits etc. All such funds to be deposited in the Club account. All new playing kit is to be ordered through the Committee and should be obtained from the Club's official supplier(s).

12. ALTERATION AND INTERPRETATION

These Rules may be added to, repealed or amended by resolution at any Annual or Special General Meeting, provided that no such resolution shall be deemed to have been passed unless it can be carried by a majority of at least two thirds of the members voting thereat

The Executive Committee shall be the sole authority for the interpretation of these Rules and any bye-laws and regulations made there under and their decision shall be final and binding on the members.

The Executive Committee shall have the right to hold the power to deal with any matters not provided for in this document.

www.blackbrookrugby.co.uk

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