

LYMM HOCKEY CLUB CONSTITUTION

1 Name of Club

- (a) The Club will be called Lymm Hockey Club (Hereinafter will be referred to as The Club), and may also be known as LHC. Lymm Hockey Club will be affiliated to England Hockey, the National Governing Body.

2 The Constitution and Club Rules

- (a) In all general matters the Rules of the Club shall be subject to the Rules of the relevant national and regional hockey governing bodies.
- (b) The constitution and rules shall remain in force until such time as they are either amended or rescinded at an Annual General Meeting (AGM) or an Extraordinary General Meeting (EGM) by a resolution of which at least 28 days' written notice has been given and in favour of which at least two thirds of those present and entitled to vote have voted.

3 Aims and Objectives

- (a) The aims and objectives of the Club will be:
- playing and promoting the sport of Hockey in accordance with the guidelines and principles of the relevant national and regional hockey governing bodies;
 - to offer coaching and competitive opportunities in field hockey;
 - supporting the development of hockey in local schools and colleges by providing coaching to junior members as well as to adults;
 - to promote the Club within the local community and field hockey;
 - to manage the Club equipment and cooperate with the operators of the facilities which Lymm Hockey Club utilise;
 - 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.

4 Membership

- (a) Membership of the Club is open to anyone interested in promoting, coaching, volunteering or participating in field hockey, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- (b) The Members of the Club shall be those persons whose names are recorded in the Register of Members maintained by the Membership Secretary. The list shall be posted or made available as required.

- (c) The membership shall consist of categories proposed by the Committee and agreed at the AGM for the following season. The categories will aim to promote inclusion within the Club.
- (d) 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 practice that the Club has adopted.
- (e) Members in each category will pay membership fees, as determined at the Annual General Meeting.
- (f) Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club Committee.
- (g) The membership subscription year shall run from 1st September to 31st August annually; annual subscriptions shall fall due at the start of each subscription year. Staged payments are allowed. All members whose annual subscriptions are not fully paid by 31st January or who have defaulted on staged payments shall be advised that they may forfeit their rights and privileges as members of the Club.
- (h) The Committee reserves the right to agree membership concessions for Club members in the event of financial hardship or serious injury.
- (i) Honorary Club Membership is awarded to those members who may no longer play hockey but either have previously or currently provide support to the Club. The Committee will agree any nominations for honorary membership.
- (j) If for any reason membership of the Club is refused the candidate may ask the Committee for their reasons in writing for such refusal.

5 Sports Equity

- (a) The Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

- (b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

- (c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- (d) All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- (e) The Club will deal with any incidence of discriminatory behaviour seriously, according to Club disciplinary procedures.

6 Committee

- (a) The affairs of the Club shall be conducted by a Committee who shall be elected at the Annual General Meeting. As a minimum, and to ensure Club governance, the Committee shall consist of the following roles.

- Chair*
- Treasurer*
- Club Secretary*
- Club Welfare Officer

The full committee membership will also include

- Club Captain (men's and ladies if agreed)
- Director of Coaching
- Director of Junior Coaching
- Junior coordinator

Other Committee roles may be agreed by the Committee and elected at the AGM as required.

- (b) All Committee members must be members of the Club.
- (c) If required, the Committee shall elect a Vice Chair from among its number or as a separate role if agreed.
- (d) The term of office shall be for one year, and members shall be eligible for re-election.
- (e) The same person may not hold more than one Committee post where those posts are marked with *.
- (f) If the post of any Club officer or Committee member should fall vacant after such an election, the Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

- (g) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the Club.
- (h) The Committee will have powers to appoint additional advisers to the Committee as necessary to fulfil its business.
- (i) The management of the affairs of the Club and the disposal of the funds and property thereof shall be vested in the Committee.
- (j) The Committee may form sub-committees as may be deemed necessary for various specific purposes; the membership of such sub-committees shall be drawn from the registered Members and shall be appointed by the main Committee.
- (k) The Committee will be responsible for arranging disciplinary hearings of members who infringe the Club rules/regulations/constitution in accordance with the Club Disciplinary Policy. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (l) The Committee meetings will be convened by the Secretary of the Club and be held no less than 6 times per year.
- (m) Only the posts listed above or agreed additional committee posts and will have the right to vote at Committee meetings.
- (n) The quorum required for business to be agreed at Committee meetings will be four.

7 Finances

- (a) The Club treasurer will be responsible for the management of the finances of the Club.
- (b) The financial year of the Club will run from 1 May and end on 30 April of the following year.
- (c) All Club monies will be banked in an account held in the name of the Club.
- (d) A statement of annual accounts will be presented by the treasurer at the Annual General Meeting. A formal audit of the Financial Statements is not required unless a minimum of 10 members petitions the Committee for such. In its place the Financial Statements may be subject to an independent review by a suitably qualified professional at the discretion of the Committee.
- (e) All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

8 Annual General Meetings and Extraordinary General Meetings

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.
- (b) The Club shall hold the Annual General Meeting (AGM) in the month of May to:
- Approve the minutes of the previous year's AGM.
 - Receive reports from the Chair and Secretary.
 - Receive a report from the Treasurer and approve the Annual Accounts.
 - Elect the officers on the Committee.
 - Agree the membership fees for the following year.
 - Consider any proposed changes to the Constitution.
 - Deal with other relevant business.
- (c) Notice of the AGM will be given by the Club secretary with at least 28 days' notice to be given to all members.
- (d) The quorum for AGMs will be 10 members.
- (e) At all General Meetings of the Club the Chair, or in their absence a member selected by the Committee, shall take the chair.
- (f) Voting at the AGM shall be reserved to members aged 16 years and over appearing in the Register of Members and all members so entitled shall have equal voting rights.
- (g) Every member of the Club present shall be entitled to one vote upon each motion; in the case of deadlock the Chair or deputy chairing the Meeting shall have a second or casting vote. Where it sees fit, for whatever reason, the Committee is empowered to make regulations to enable members who might be unable to attend the Meeting to cast their vote in writing.
- (h) The Chair of the Club shall hold a deliberative as well as a casting vote at general and Committee meetings.
- (i) Items for inclusion on the agenda for the AGM shall be submitted to the Secretary no later 7 days prior to the date of the AGM.
- (j) Nominations for officers of the Committee will be sent to the secretary prior to the AGM.
- (k) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10 full members of the Club. The Committee shall also have the power to call an EGM by decision of a simple majority of the Committee members stating the object for which the EGM is to be called. The

Secretary will give at least 7 days' notice to all registered members and will provide an agenda for the EGM.

- (l) All procedures shall follow those outlined above for AGMs.

9 Discipline and appeals

- (a) All concerns, allegations or reports of poor practice/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 Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.
- (b) All complaints regarding the general behaviour of members should be presented and submitted in writing to the Secretary. Match day offences will be dealt with initially by the relevant Club Captain.
- (c) Any general complaints and match day offences will be dealt with in accordance with the Club Disciplinary Policy. Issues related to Child Welfare or young persons will be addressed in line with England Hockey guidelines.
- (d) The Committee has the power to take appropriate disciplinary action including the termination of membership.
- (e) The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 5 days of the hearing.
- (f) There will be the right of appeal to the Committee following disciplinary action being announced. The Committee should consider the appeal within 7 days of the Secretary receiving the appeal.

10 Relationship with Lymm Rugby Football Club (LRFC)

- (a) Lymm Rugby Football Club (LRFC) has allowed members of Lymm Hockey Club (LHC) to use its Clubhouse and changing facilities.
- (b) Adult Membership of LHC shall convey automatic Social Membership of LRFC for that member.
- (c) Junior Membership of LHC shall convey optional Social Membership of LRFC for one parent or guardian of that junior member.
- (d) Social members of LRFC must not be under the age of 18.

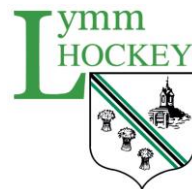
- (e) LHC will operate, for the purposes of the Rules and Constitution of LRFC, as “The Hockey Section” and those Rules shall have jurisdiction insofar as members of LHC are social members of LRFC.
- (f) The Committee of LHC may appoint a Section Representative to attend meetings of the Executive of LRFC.
- (g) The Committee of LHC shall, have the final word concerning the admittance or exclusion of a member, but shall be guided in that respect by the rules of LRFC for such.
- (h) LHC Members must respect the property and reputation of LRFC as if they were their own at all times.

11 Visitors to the premises of Lymm Rugby Football Club

- (a) Every member shall be allowed to introduce no more than three visitors on any one occasion subject to such regulations as shall be made from time to time by the Executive of LRFC. The introducing member shall sign in every visitor.
- (b) No person may be introduced as a visitor who shall have been excluded from the membership or whose conduct or presence on the Club’s premises is considered by a member of the Committee of LHC or the Executive of LRFC to be objectionable or prejudicial to the interests of LHC or LRFC.
- (c) No individual may be introduced as a visitor on more than four occasions in any calendar year.
- (d) All visitors shall leave the LRFC premises before or with the introducing member.
- (e) Members of visiting Clubs will be invited to enjoy the facilities of LRFC on the day of a match between those Clubs and LHC.
- (f) Parents and guardians of junior members will be invited to enjoy the facilities of LRFC on occasions when they are involved in LHC matches or when coaching or training sessions are taking place.


12 Dissolution

- (a) A resolution to dissolve the Club can only be passed at an AGM or EGM through a two-thirds majority vote of the membership.
- (b) In the event of dissolution, all debts should be cleared with any Clubs funds. Any assets of the Club that remain following this will become the property of ‘Lymm High School Hockey’ to be used for youth development.



13 Declaration

Lymm Hockey Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name	Daniel Robinson	Position	Chair
Sign		Date	6/6/19