



# GARFORTH TIGERS ARLFC CONSTITUTION

## 1. Name

The club will be called *Garforth Tigers ARLFC* ("the club") and will be affiliated to the relevant leagues (Yorkshire Juniors Rugby League, Yorkshire Mens League, Ladies Rugby League and Girls Rugby League).

## 2. Aims and objectives

The aims and objectives of the Club will be:

- a. To provide facilities for and promote participation in the amateur sport of Rugby League in Garforth.
- b. To offer coaching and competitive opportunities in Rugby League.
- c. To promote the club within the local community and in Rugby League.
- d. To manage the Glebelands facilities on behalf of Garforth Tigers ARLFC Ltd, when they are the Leaseholder for the Glebelands Changing Rooms and the License holder for the 2 rugby pitches situation on Glebelands
- e. To ensure a duty of care to all members of the Club.
- f. To provide all its services in a way that is fair to everyone.

## 3. Membership

Membership of the Club shall be open to anyone interested in rugby league on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

The Management Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or the sport of rugby league into disrepute.

All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations and all codes of practice that the Club has adopted.

Members will be enrolled in one of the following categories:

- Adult member
- Junior member
- Parent Member (where their child is signed up as a Junior member)

## 4. Membership fees

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.

- a. Junior Membership fees for 2020 season will be £180, paid over 12 monthly instalments of £15 per month by Direct Debit. *These fees are set for all age groups.* Monthly subs are payable after a new player have attended 3 training sessions. Fee's must be paid before any player can play in a match. After match wear will be provided to the player once their registration is complete.



b. Open Age membership fees for the 2020 season will be made up of a £10 sign on fee and then subs of £5 per game played, reduced to £2.50 for those under 18 and in full time education.

## 5. Officers of the club

The officers of the club will be:

- Chair
- Secretary
- Treasurer
- Club Welfare Officer
- Social Secretary
- Team Managers for each age group or Team Representative
- First Aid Co-Ordinator
- Game Day Manager Co-Ordinator
- Rhino's Ambassador
- Kit & Equipment Co-Ordinator
- Vice Club Welfare Officer
- Social Media Manager

5.1 Only the Chair, Secretary, Treasurer and Club Welfare Officer will be elected bi-annually at the Annual General Meeting by members and will be in post for 2 years. These officers will retire bi-annually but will be eligible for re-appointment.

## 6. Committee

The Club will be managed through the Management Committee consisting of:

- a. Chair, Secretary, Treasurer and Club Welfare Officer. Only these posts will have the right to vote at meetings of the Management Committee. The chair will hold the deciding vote if required.
- b. Committee meetings will be convened by the Secretary of the club and held no less than 4 times per year. All members of the club are welcome to attend.
- c. The quorum required for business to be agreed at Management Committee meetings will be: 40%.
- d. The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- e. The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business
- f. The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules, regulations or constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.



- g. If the post of any officer or ordinary committee member should fall vacant after such an election, the Management Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.
- h. Only the posts listed above will have the right to vote at committee meetings.
- i. All committee members must be members of the club or parents of junior members.

## 7. Finance

- a. All Club monies will be banked in an account held in the name of the Club, including all team monies/fundraising; which will be held in separate team bank accounts in the clubs name.
- b. The Club Treasurer will be responsible for the finances of the Club.
- c. The financial year of the Club will end on 31<sup>st</sup> December.
- d. All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.
- e. All online & card payments made by the club are to be authorised (by email) by the Treasurer and 1 other officer from the Management Committee.
- f. A limit of £15 can be taken from the shop funds, with the exception of point 7g, to pay for sundry items. Anything over £15 is to be paid for and then claimed back from the Treasurer who will pay by BACs
- g. Shop funds will be used to pay Referee fee's on match days. Confirmation of the date & amount needs to be noted and passed to the Treasurer.

## 8. Property and Funds

- a. The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by these Rules and all surplus income or profits are reinvested in the Club.
- b. The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- c. The Club may also in connection with the sports purposes of the Club:
  - i. sell and supply food, drink and related sports clothing and equipment;
  - ii. pay for reasonable hospitality for visiting teams and guests; and
  - iii. indemnify the Management Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- d. The Committee will have due regard to the law on disability discrimination and child protection.



## 9. Annual General Meetings

General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.

- a. Notice of Annual General Meetings (AGM) will be given by the Club Secretary. Not less than 14 clear days notice to be given to all members.
- b. The club shall hold the AGM in the month of January.
- c. The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.
- d. Nominations for officers of the Committee will be sent to the Secretary at least 7 days prior to the AGM.
- e. Elections of officers are to take place bi-annually at the AGM.
- f. All members have the right to vote at the AGM (parents of junior members will vote on behalf of their child member, having 1 vote per child).
- g. Agree the membership fees and after match wear for the following year.
- h. Consider any changes to the constitution. Proposed changes to the constitution will be sent to the Secretary prior to the AGM, who shall circulate them at least 7 days before an AGM.
- i. The quorum for AGMs will be 15 members excluding the Management Committee and each Team Manager/Representative.
- j. The Chairman of the club shall hold a deliberative as well as casting vote at general and committee meetings.
- k. An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the 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.
  - i. Any officer or ordinary committee member that is voted into position at an EGM shall be in place until the bi-annual voting AGM.

## 10. Discipline and appeals

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.

- a. All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- b. The Management Committee will meet to hear complaints within 7 days (or such longer period as the Management Committee deem appropriate to allow a proper investigation into the complaint) of a complaint being lodged. The Management



committee has the power to take appropriate disciplinary action including the termination of membership.

- c. 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 7 days of the hearing.
- d. There will be the right of appeal by the person against whom the complaint was made to the Management Committee following disciplinary action being announced. A sub-committee of the Management Committee (made up of at least 3 members of the Management Committee who to the extent possible shall not include any individual who sat on the initial hearing) should consider the appeal within 7 days of the Secretary receiving the appeal.
- e. Minor breaches of club rules may be dealt with on an informal basis by any committee member or coach. If the outcome is not accepted by the member then the member may request the formal process to be adopted as above. At the discretion of the committee, playing privileges can be suspended pending the hearing.
- f. Social networking sites (such as, but not exclusively, Facebook, YouTube, Twitter etc.) are a useful way for keeping in touch with people and are also a great way to exchange information. However, members and parents of junior members, must not forget that what they post on social networking sites may be seen across these networks, and are reminded that they must not bring the Club, the playing league or the Rugby Football League into disrepute or cause any distress to any other member.

#### 11. Fines

- a. All fines relating to on field discipline, unless at the Management Committee's discretion, will be the responsibility of the member or the junior members parents. The player will not be eligible to play until such fines are paid.
- b. All fines imposed on a team by the league due to team sheets not being submitted or are ineligible, LeagueNet/SportsTG not being updated in accordance with the relevant League's requests or cancelling a game after the deadline or an unfulfilled fixture are the responsibility of that team and will be paid for from the team's fundraising money, unless at the Management Committee's discretion.
- c. Any fines imposed on officials, parents/guardians or spectators will be the sole responsibility of that person to pay and not the club.

#### 12. Dissolution

- (i) Members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
- (ii) The Committee will then be responsible for the orderly winding up of the Club's affairs
- (iii) After settling all liabilities of the Club, the Management Committee shall dispose of the net assets remaining to one or more of the following:
  - a. to another Club with similar sports purposes which is a registered charity and/or



- b. to another Club with similar sports purposes which is a registered CASC and/or
- c. to the sport's governing body for use by them for related community sports.
- d. to a local community project.

### 13. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or

EGM.

### 14. General

- a. At all times, the clubs indoor changing facilities are designated as:-
  - I. a no-smoking area
  - II. alcohol free areas at all times unless prior approval of the Management Committee.
- b. Each team will be responsible for keeping the changing rooms and any storage facility, such as, but not limited to, the storage container tidy on match days and training days and ensuring that all equipment is left clean and put away after each use.
- c. All personal items left in the changing room will be immediately deemed abandoned and placed in a lost property bin for a 14 day period. After the 14 days the item will be disposed of by the club at it's discretion with no liability to the club.
- d. All players in age groups from Tots up to and including Under 11's must have a responsible adult present at both training sessions and on match days.

### 14. Declaration

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

**Signed:**

**Date:**

**Name:**

**Position:** Club Chairman

**Signed:**

**Date:**

**Name:**

**Position:** Club Secretary