

SKIRLAUGH

RUGBY LEAGUE CLUB



CONSTITUTION

12-12-2023

Skirlaugh Rugby League Club

CONSTITUTION

1. Name of the Club

The name of the Club shall be Skirlaugh Amateur Rugby League Football Club, hereinafter called the 'Club'.

The Club will be affiliated to the British Amateur Rugby League Association (BARLA) or their successors, and the Rugby Football League or their successors. The Club will be a member of and compete in National, regional and District rugby leagues, as determined by the Management Committee.

Teams play in their domicile league as directed and abide by the constitutions and code of conducts of those said leagues.

2. Aims and Objectives.

The aim of the Club is to foster and develop the game of rugby league by offering opportunities for coaching and competition.

To achieve the aim, the Club shall have several objectives, namely: -

2.1. To promote the Club within the local community and rugby league as a whole,

2.2. To ensure a duty of care to all members of the Club,

2.3. To provide its services in a way that is fair to everyone, irrespective of disability, sex or ethnic origin, in accordance with the Club Equal Opportunity Policy,

2.4. To provide a safe, effective and child friendly environment, in accordance with the Club Child Protection Policy and the Codes of Conduct applicable to those associated with the Club.

2.5. Maintain the above and work in the guidelines of club mark or its successor.

The Skirlaugh ARLFC agrees to adopt the Rugby League Child Protection Policy and Implementation Procedures. All individual members are deemed to have read, understood and assented to the Rugby League Code of Ethics and Conduct and as such, recognise and adhere to the principles and responsibilities embodied in the Code.

3. Membership.

There will be four levels of membership of the Club. All members will be subject to the Constitution and policies of the Club and by joining the Club, will be deemed to have accepted these regulations and codes of conduct.

3.1. Full Members Players aged 18 and over.

3.2. Junior Members Players aged 4 to 18.

3.3. Associate Members Coaches, First Aiders/Physiotherapists, Team Managers, Officers of the Club.

3.4. Life Members. Life membership may be awarded by the Management Committee, to individuals, in recognition of their services to the Club.

4. Subscription Fees

Full and junior members will be required to pay subscription fees. The level of fees will be determined by the Management Committee, on the advice of the Treasurer and the Youth treasurer. Fees may be paid monthly by standing order or other equivalent electronic transaction or as agreed between the Coach, Team Manager and the individual. Any playing member, who is in arrears of subscriptions by more than 4 weeks, will become ineligible for selection. In cases of financial hardship, the Club will act in a positive manner and ensure that all such cases are dealt with so as not to be detrimental to either the player or the Club.

All playing members will be required to pay Eastside Community Trust Membership fee each season which will be determined by The Management Committee.

All youth and junior players are required to pay an annual registration fee which will be determined by The Management Committee

The open age section will have a Benevolence Fund and the youth section a player fund.

5. Officers of the Club

Executive Committee

The Executive Committee will be responsible for the day to day running of the Club, in accordance with the policies laid down by the Management Committee. The Executive Committee will also be responsible for all disciplinary matters, within the Club. The Committee will comprise: -

5.1.1. Open Age Chairperson

5.1.2. Youth Chairperson

5.1.3. Open Age Secretary

5.1.4. Youth secretary

5.1.5. Open Age Treasurer

5.1.6. Youth Treasurer

5.1.7. Head Coach

An Open Age President and a Youth President will be appointed annually by the Management Committee.

The Management Committee will be responsible for the formulation of the policies of the Club.

The Committee will comprise: -

5.1.8. Open Age President

5.1.9. Youth President

5.1.10. Open Age Chair

5.1.11. Youth Chair

5.1.12. Open Age Secretary

5.1.13. Youth Secretary

5.1.14. Open Age Treasurer

5.1.15. Youth Treasurer

5.1.16. Commercial Manager

5.1.17. Open Age Player Welfare Officer

5.1.18. Head Coach

5.1.19 Child Welfare Officer

6. Committees

Open Age Management Committee.

The following members will be elected annually at the AGM of the open age section. The open age management committee will be responsible for advising the Management Committee on all matters relating to open age members and teams thereof.

6.1. Open Age Chair

6.2. Open Age Vice Chair

6.3. Open Age Secretary

6.4. Open Age Treasurer

6.5. Club Publicity Officer

6.6. Club Commercial Manager

6.7. Open Age Player Welfare Officer

6.8. Five (5) General Committee Members

6.9 A representative of the Youth Committee

6.10. Youth Management Committee

The following members will be elected annually at the AGM of the youth section. The youth management committee will be responsible for advising the Management Committee on all matters relating to youth members and teams thereof.

6.10.1. Youth Chair

6.10.2 Youth Vice Chair

6.10.3. Youth Secretary

6.10.4. Youth Treasurer

6.10.5. Child Welfare Officer

6.10.6. Club Administrator

6.10.7. Transfer and Registration Secretary

6.10.7 A representative of the Open Age Committee

Each team in the youth section will nominate a team manager who will sit on the youth section committee. Each age group must have a representative at all Youth Section meetings.

Co-Opted Members

Each Committee shall have the power to co-opt such members as it considers necessary. Co-opted members shall be entitled to vote on any matter being considered.

Meetings

Committees will generally meet each month, but in any case, not less than 10 times a year.

Quorum

The Quorum for a meeting of any committee shall be two-thirds of its members (to the nearest whole number) or 5 members, whichever is the lesser.

Each age group must have a representative at all Youth Section Committee Meetings. Failure to provide a representative will result in appropriate disciplinary action.

7. Finance

The Open Age Treasurer will be responsible for the finances of the open age section. The youth treasurer will be responsible for the finances of the youth section. Both are responsible to the executive committee who will also appoint an auditor.

All Club monies will be banked in accounts, approved by the Management Committee, in the name of the Club. The two sections to be allowed separate accounts under the names Skirlaugh RLFC for the open age and Skirlaugh Youth RLFC for the youth. Each age group within the Youth Section shall have its own team account, co-ordinated by the Team Manager. The Youth Treasurer will administer all youth accounts. Team accounts will be independently audited annually.

The financial year of both sections will be from 1st December to the 30th November the following year.

An audited statement of accounts will be presented by the Open Age Treasurer and Youth Treasurer at the respective Annual General Meetings.

Any cheques drawn against club funds for the Open Age must be signed by two of the appointed four people of the relevant section.

Any cheques drawn against club funds for the Open Age youth must be signed by two of the appointed three people of the relevant section.

Any cheques drawn against club funds for the Youth Section must be signed by two of the appointed three people of the relevant section. The Youth Treasurer will have limited access to e-commerce facility for ease of payments to suppliers and our playing league administrators.

Subscription fees, sponsorship and monies raised through fund raising events by each youth team will be used exclusively for the management and furtherance of that team in the youth section. Sponsorship, Grants and monies raised through events organised by the Youth will be used as determined by the Youth Management Committee.

Subscription fees, sponsorship, and monies raised through fund raising events by the Open Age will be used exclusively for the management and furtherance of that section.

8. Annual General Meeting

The annual general meetings of the Club shall be held, as far as is practicable, during the month of December each year.

Not less than 21 days' notice of the AGM shall be given by the respective Club Secretary and will include the agenda for the meeting.

Any proposed alterations to the Constitution will be heard at the Open Age AGM only.

The business of the AGM shall include the election Officers, and reports from the Officers of the Club, an audited Statement of Accounts and any other business, of which notice in writing has been received by the Club Secretary, not later than 28 days prior to the AGM.

Nominations for elected officials shall be received by the respective club secretary, in writing, not later than 28 days prior to the AGM. The duties and responsibilities of the elected officers can be found in the policy documents of the Club.

All business shall be conducted by a vote on a show of hands. All associate life members of the section in question shall be entitled to one vote. Full playing members of the open age section shall one vote each, whilst the youth section shall have a representation of four (4) votes maximum per section. The Section Chair will have a casting vote only where there is equality in voting.

The persons proposing and seconding any motion or alterations to the Constitution must be present at the meeting, failing which, the motion or alteration will not be accepted or discussed.

The quorum for an AGM shall be 25% of the membership of the section.

Alteration to the Constituent.

The Constitution of the club will only be changed through agreement by the majority, at an AGM or EGM.

Any proposed alterations to the Constitution will be heard at the Open Age AGM or EGM Meeting only.

9. Extraordinary General Meeting

An extraordinary general meeting shall only be called in pursuance of a resolution passed by the Management Committee or upon receipt by the Club Secretary of a written request for a meeting, signed by at least ten (10) members of the Club, stating fully the reason for such a meeting.

Not less than 21 days' notice of an EGM shall be given by the Club Secretary and such notice will contain a full account of the specific purpose of the meeting. No matter, other than that specifically stated, will be accepted or discussed.

The quorum for an EGM shall be 50% of the membership of the Club.

All other procedures for an EGM shall be the same as for an AGM.

10. Discipline.

All complaints regarding the behaviour or alleged misconduct of any member of the Club must be submitted in writing to the section Secretary. The section Secretary will inform the Executive Committee in accordance of Appendix 1 Of the Misconduct Policy.

The Executive Committee will meet to consider the complaint within 14 days of the complaint being received by the section Secretary.

The Executive Committee shall have the right to take any disciplinary action it sees fit, including termination of membership.

The outcome of any disciplinary hearing shall be notified in writing, to both the complainant and the person against whom the complaint was made, within 4 days of the hearing.

An individual shall have the right of appeal to the Management Committee, following any disciplinary action. This should be notified to the section Secretary in writing, within 7 days of the Executive Committee's disciplinary decision.

The Management Committee shall consider the appeal within 7 days of the appeal being received by the section Secretary.

The decision of the Management Committee shall be final and will be notified in writing to the appellant and the complainant, within 4 days of the decision.

Any club official found guilty of abuse to Match Day Officials will pay their own fines.

11. Dissolution

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

In the event of the open age section being dissolved any assets will be transferred to the youth section.

In the event of the youth section being dissolved any assets will be transferred to the open age section.

In the event of dissolution, any assets of the Club that remain will be transferred to the Hull & District Youth League (or their successor's) for the benefit and development of Rugby League.

Any grant monies must be returned to the body supplying the said grant monies.

Any Youth team that is dissolved the assets will be transferred to the Youth Section central account for development.

12. County and International Representative Honours

Players of the club who incur costs for clothing in order to represent their County or Country at any level will have the full costs reimbursed upon the club receiving a relevant receipt from the appropriate body or organisation.

At Youth level the club will contribute £100 for representative honours.

13. Kit

Playing kit for any team will be the design and colours agreed and designated by the management committee.

14. Training

The club are indebted to a range of volunteer personnel. It is the ethos of the club that all personnel will receive the mandatory training and qualifications as required by our governing bodies. All training will be provided free of charge.

Level 1 Coaching Course – Required length of service to the club 2 years.

Level 2 Coaching Course – Required length of service to the club 4 years.

Safeguarding Course -- Required length of service to the club 1 year

First Aid Course -- Required length of service to the club 1 year.

Should personnel leave the club early, then the club reserve the right, with the assistance of the RFL to invoice that volunteer pro-rata for any outstanding balance.

Aligned to this Constitution are the following.

CODES OF CONDUCT

Misconduct Policy, Coaches, Player, Volunteer, Club Officials, Spectators

POLICY DOCUMENTS.

Safeguarding, social media, Equal Opportunities, Dressing Room, Tackle IT, Game Day Manager Role and Responsibilities, Anti- Bullying, Anti-Doping, Photo & Recording Images & Youth Membership

Signed Ashley Simpson Open Age Chair

Signed Richard Gotts Youth Chair

Date 12/12/23