

SPENCER HOCKEY CLUB

Fieldview, Earlsfied, London SW18 3HF

CONSTITUTION

1. NAME

- 1.1. The name shall be Spencer Hockey Club (hereinafter called the Club).

2. AIMS AND OBJECTIVES

- 2.1. To promote and develop the game of hockey.
- 2.2. To achieve playing success throughout the Club.
- 2.3. To integrate men and women, players of all ages, races and abilities.
- 2.4. To promote an enjoyable social life.

3. MEMBERS

- 3.1. Any person who has completed a Club application form and paid his membership fee in accordance with Rule 4.1 shall be admitted as a member of the Club for the relevant season.
- 3.2. Applications for membership shall be formally approved by the Management Committee. The Management Committee shall not unreasonably refuse applications for membership, but may do so if it considers it to be in the interest of the Club.
- 3.3. Two days shall elapse between the receipt of an application for membership by the Club, and the person becoming a Member of the Club.
- 3.4. There shall be three classes of membership. These are:
 - 3.4.1. Full member
 - 3.4.2. Junior member (under 19 years of age before the first day of the Club's financial year)
 - 3.4.3. Non-playing member

4. MEMBERSHIP FEES

- 4.1. The membership fees for the club shall be agreed annually at the Annual General Meeting and it shall be paid to the Honorary Treasurer when returning the Club application form, no later than the date state on the form for the forthcoming season
- 4.2. A match fee will be charged and the amount per team shall be agreed annually at the AGM.

5. ANNUAL GENERAL MEETINGS

- 5.1. The Club shall hold an annual general meeting every year, not more than fifteen months shall lapse between the date of one annual general meeting and that of the next.
- 5.2. Notification of an Annual General Meeting will be circulated to the members at least 21 days prior to the date of AGM.

- 5.3. Business to be transacted shall be:
- 5.3.1. To confirm the minutes of the previous Annual General Meeting and any general meeting since the previous Annual General Meeting
 - 5.3.2. To receive reports and accounts covering the past season
 - 5.3.3. To elect honorary officers
 - 5.3.4. To appoint the honorary auditor
 - 5.3.5. To agree the membership fees and match fees for the forthcoming season
 - 5.3.6. To consider any proposed resolutions received by the Secretary.
 - 5.3.7. Any other business by permission of the Chairman

6. SPECIAL GENERAL MEETING

- 6.1. A special General Meeting may be convened:
- 6.1.1. By order of the Management Committee or
 - 6.1.2. Upon written request by at least 25 Members to the Secretary received no less than 21 days prior to the date of the meeting.
- 6.2. Each request shall state the purpose for which a meeting is required and shall set out any resolution which it is desired to propose and shall be accompanied by the names and signatures of the proposer(s) and seconder(s).
- 6.3. Notification of a Special General Meeting will be circulated to the members at least 14 days prior to the date of SGM by the Secretary.

7. PROCEEDINGS AT GENERAL MEETINGS

- 7.1. Written notice of any proposed amendments to the Constitution and any other motion to be submitted to a General Meeting, shall be received by the Honorary Secretary no later than 28 days prior to the meeting and shall be accompanied by the names and signatures of the proposer(s) and seconder(s).
- 7.2. No business shall be transacted at a General Meeting unless a quorum is present. Twenty persons entitled to vote upon the business to be transacted shall constitute a quorum.
- 7.3. The Chair shall be taken throughout the meeting by the President or in that person's absence by the Chairman.
- 7.4. Person eligible to vote at General Meetings
- 7.4.1. Full Members shall each have 1 vote
 - 7.4.2. The Chairman shall have one additional casting vote.
 - 7.4.3. Each age group of ten Junior Members or more can nominate 2 adults to vote on their behalf. The

adults must be Members of the Club.

- 7.5. A motion shall be carried by a simple majority of those present, entitled to vote and voting, except when the motion is an amendment of the Constitution or dissolution of the Club which shall require a two thirds majority.
- 7.6. No member shall be entitled to vote at any general meeting unless all moneys then payable by him to the Club have been paid.

8. HONORARY OFFICERS

- 8.1. The Officers of the Club shall be Chairman, Treasurer, Secretary, two Club Captains and Junior Section Chairperson. There shall also be a non-executive President and a non-executive Vice Presidents.
- 8.2. The Honorary Officers shall be nominated annually and shall be elected at an Annual General Meeting.
- 8.3. All Honorary Officers are elected for a minimum of one year, but may be re-elected to the same office or another office the following year.
- 8.4. There shall be no limit on the time of years a person holds office, except for the President who shall hold office for no more than three years.

9. MANAGEMENT COMMITTEE

- 9.1. The management of the affairs of the Club shall be vested in the Management Committee comprising the Honorary Officers, the President and Vice Presidents excepting, and, but not restricted to, the following persons:
 - 9.1.1. The team captains or team managers in the case of junior teams
 - 9.1.2. The fixture secretaries
 - 9.1.3. The social secretary
 - 9.1.4. The Spencer Club Management Committee representative
 - 9.1.5. The Spencer Club bar representative
 - 9.1.6. The Spencer Club ground committee representative
- 9.2. The members of the Management Committee shall be elected annually at an AGM and are elected for a minimum of one year, but may be re-elected to the same position or another position the following year.
- 9.3. One person may hold no more than two posts in the Management Committee in any one year.
- 9.4. The Management Committee may invite to its meetings any other person it may think fit. Such persons shall not be entitled to vote.
- 9.5. Each member of the Management Committee is entitled to one vote. The Chairman shall have one additional casting vote.
- 9.6. The Management Committee may fill any casual vacancy in respect of the elected Honorary Officers and elected members of the Management Committee to act until the next AGM.
- 9.7. A quorum for all meetings shall be four persons present and entitled to vote, two of which shall be

Honorary Officers.

- 9.8. The Management Committee shall have the power to formulate bye laws as it deems necessary for the proper conduct and management of the Club and the in achievement of its Objectives. The Management Committee shall adopt such means as it deems sufficient to bring to the notice of the Members of the Club all such bye laws, which will be binding on all Members of the Club.
- 9.9. The Members in general meeting shall have the power to alter, add to or repeal the bye laws.

10. DISCIPLINARY MEASURES

- 10.1. Subject to the powers of the governing bodies of hockey and the rules and constitutions of the leagues or associations to which the Club is affiliated, the Management Committee shall have the power to discipline in such a manner as it sees fit, but subject to 10.2. a member who has been guilty of conduct considered by the Club to be disgraceful or prejudicial to the interests of the Club, the leagues, the game of hockey or The Spencer Club
- 10.2. On receipt of notification of facts or circumstances that a member may have been guilty of such conduct the Management Committee shall have the power to:
- 10.2.1. Appoint and constitute a Disciplinary Committee and
- 10.2.2. Make such terms of reference and regulations as it considers necessary for the conduct and proceedings of such Disciplinary Committee.
- 10.3. A member who has been the subject of disciplinary action by the Disciplinary Committee has the right to an Appeal Committee, consisting of such of the honorary officers of the Management Committee who have not served on the Disciplinary Committee concerning the subject of the appeal and who agree to serve on such Appeal Committee.

11. ALTERATION OF THE CONSTITUTION

- 11.1. The Constitution shall not be altered nor any new rule added except at a General Meeting, and all members shall have at least 21 days notice of any proposed alteration or addition.

12. FINANCE

- 12.1. The Honorary Treasurer shall receive all moneys on behalf of the Club and shall make such payments as the Management Committee shall direct. The Honorary Treasurer shall produce to the Management Committee at each meeting such information as shall show the approximate state of the Club's finances.
- 12.2. An income and expenditure statement and a balance sheet shall be prepared annually by the Honorary Treasurer, and be audited by a member appointed at the Annual General Meeting.
- 12.3. The Management Committee may be at the liberty by Resolution passed by a majority of the members present at a general meeting borrow for the purposes of the Club in such form and manner and upon such security as shall be specified in such Resolution and thereupon make all such dispositions of the Club property or any part thereof and enter into such agreements in relation thereto as the Management Committee may deem proper for giving security for such loans and interest.

13. DISSOLUTION

- 13.1. A resolution to dissolve the Club shall be put to a General Meeting and shall be passed only by the affirmative vote of at least 75% of those entitled to vote.
- 13.2. 21 days written notice of such a resolution shall be given to each member.
- 13.3. If the resolution is carried, none of the net assets shall be paid or distributed to members of the Club, but shall be given or transferred to some other body having similar objectives to the Club and which prohibits the distribution of its or their income and property to an extent at least as great as is imposed on the Club, chosen by the members of the Club at or before the time of dissolution and approved by a General Meeting.

14. INDEMNITY

- 14.1. All honorary officers and members of the Club shall be indemnified by the Club against all costs and losses for which they may become liable by reason of duty performed for and with the authority of the Management Committee.