

Constitution and Rules

1. The Name, Location, Objects and Type of Club

1.1. The name of the Club shall be Sudbury Hockey Club (SHC).

1.2. The Club shall be situated in the County of Suffolk and be affiliated to an appropriate regional hockey association.

1.3. The objects of the Club shall be;

1.3.1. Principally to provide opportunities for and to generally promote, encourage and facilitate the playing of hockey in the area of Sudbury Suffolk and the surrounding area involving the local community inc schools.

1.3.2. The recruitment and development of children, young people and adults into the sport of hockey as players, leaders/coaches, umpires and administrators.

1.3.3. The provision of playing, leading/coaching, umpiring and administrative opportunities at a participation, development and performance level.

1.3.4. To provide equity of opportunity for all across all areas of the club. To provide a safe, effective and child friendly environment in which to play and learn hockey.

1.3.5. To provide access to facilities (pitch and clubhouse) and equipment for use by our members and maintain these in a safe and healthy condition.

1.3.6. To provide other ordinary benefits of an amateur sports club as set out in Schedule 18 of the Finance Act 2002 including without limitation of provision of suitability qualified coaches, coaching courses, insurance, medical treatment, post-match refreshments;

1.3.7. To sell or supply food or drink as a social adjunct to the sporting purposes of the Club;

1.3.8. To be part of the National Governing Body, England Hockey and to comply with and uphold all of the rules and regulations of England Hockey. Subject to the EH rules and the disciplinary code and EH wider jurisdiction, to make and enact rules, regulations, bye-laws and standing orders concerning the operation of the Club including without limitation regulations and action concerning disciplinary procedures that may be taken against the Members.

1.3.9. To do all such other things as the Committee thinks fit to further the interests of the Club, to advance and safeguard the interests of the Game, to promote increases in participation at all levels of the Game or as are otherwise incidental or conducive to the attainment of all or any of the objects stated.

1.4. The dress for all teams shall consist of a shirt coloured red and white in halves, with black shorts/skirts. Socks will be red, white and black horizontally striped.

2. Committee and meetings

2.1 The affairs of the Club shall be managed by the Committee of SHC. The Committee shall deal with all matters arising, including those not provided for in these rules, and the Committee decision shall be binding.

2.1.1 SHC Committee shall consist of Chairman, Secretary, Treasurer, Junior representative, House, Social, Club Captain (men's and women's) who shall be elected by the Club in Annual General Meeting.

2.2 SHC Committee may appoint one or more additional officers to the SHC Committee for such purposes as it may deem appropriate.

2.3 The elected Chairman, Treasurer and Secretary of the Club shall counter sign for electronic payments made by the Club and any three Committee members may approve other payments.

2.4 The Treasurer in consultation with SHC Committee shall be responsible for recording all financial income and expenditure of the Club and for presenting audited accounts at each Annual General Meeting of the Club.

2.5 Committee meetings shall be held as often as the Committee thinks fit provided that there shall not be less than 6 meetings each year. The quorum for such meetings shall be 5.

2.6 The Club agrees that each member of the Committee will be required, as a condition of election or appointment, to agree to be bound by and subject to these rules, the rules and regulations of England Hockey.

2.7 The Club will hold an Annual General Meeting before 13 months has elapsed. Members may nominate for Committee posts through contact with the Club Secretary one week prior to the AGM.

2.8 The Committee members shall be proposed, seconded and elected by ballot at the Annual General Meeting.

2.9 An extraordinary general meeting may be called at any time by the Committee and shall be called within 21 days of receipt by the Secretary of a requisition in writing signed by not less than 6 Members stating the purposes for which the meeting is required and the resolutions proposed.

3. Membership

3.1. Eligibility for membership

3.1.1 Membership is open to all and we commit to not discriminate against those with protected characteristics as defined by the Equality Act 2010.

3.1.2 Persons below the age of 18 may be Junior Members without the right to hold office or vote at general meetings.

3.2 Admission of Members

Any person who wishes to become a member must submit an application in such form as the Committee shall decide. Every candidate for membership shall be considered by the Committee, which shall admit that candidate to membership of the Club unless to do so would be contrary to the best interests of the sport or the good conduct and interests of the Club. The person becomes a member if approved by the Committee and subject to the terms of 3.5 (below).

3.3 Conditions of membership;

3.3.1 Each member (of each class) agrees as a condition of membership to be bound by and subject to these rules and the rules and regulations of England Hockey (as in force from time to time); and

3.3.2 The Committee may terminate the membership of any person, or impose any other sanction it determines to be appropriate, in connection with the breach of any condition of membership set out.

3.4 Classes of Members

3.4.1 There shall be the following classes of members for the Club:

- Senior Playing Member *
- Junior
- Social *
- Vice President
- Non playing associate

3.4.2 Only paid up members in the membership classes above, shown with an * shall be entitled to receive notice of, attend and vote at general meetings. A member other than those defined above

with a * shall be entitled to all the privileges of membership relevant to their class of membership but shall not have the right to receive notice of, attend and vote at general meetings.

3.5 Subscriptions and match fees

- 3.5.1 The annual subscription for each type of member, and match fees, shall be determined at the Club's annual general meeting and the Committee shall ensure that the fees set by it do not preclude open membership of the Club.
- 3.5.2 The member shall pay annual subscription fees to the timescales defined (3.5.4) as set by the Committee and failing that absolutely before 1st November. Fully paid up members after that date will be given priority for team selection of non-payers. New members joining on or before 31st December shall pay the full subscription. Those paying after 1st January pay half subscription.
- 3.5.3 No candidate who has been elected a Member shall be entitled to the privileges of membership until they have paid their annual subscription.
- 3.5.4 Renewal date for membership is 30th September annually. Membership is not deemed to be renewed until subscriptions are received by the club.
- 3.5.5 Match fees are always payable when the member plays in matches, tournaments, competitions, etc.

3.6 The club President (an honorary position) shall be elected by the members at the AGM from the list of Life Members. If no nomination is forthcoming from the list of Life Members then any club member may stand. He/she shall hold office for three years, after which period he/she must stand for re-election.

3.7 Life Members shall be elected for life by the members at an AGM in recognition of services rendered to the Club. It is desirable that nominations for life membership are notified to the Club Secretary before the AGM date. The Committee reserve the right to have the casting vote on appointment of life members.

4. Complaints

Any member, junior or parent of junior member wishing to complain about the conduct or behaviour of another member or members, or other clubs and their members (inc umpires) may do so by addressing the complaint to the Club Secretary or Club Welfare Officer. The Welfare Officer or Secretary will then consider the complaint and bring such a complaint to the notice of the Committee who will make a decision on any action required.

5. The Club is an Unincorporated Amateur Sports Club

5.1. The Club is a non-profit making organisation. The income and property of the Club shall be applied solely towards promoting the Club's objects as set forth in these Rules no portion thereof shall be paid or transferred, directly or indirectly, to the Members of the Club.

5.2. Nothing in Clause 5.1 shall prevent the Club from entering an agreement with a member for the supply by them to the Club of goods or services or for their employment by the Club, provided that such arrangements are approved by the Committee (without the member being present) and are agreed with the member on an arm's length basis.

5.3. No Member shall be paid a salary, bonus, fee or other remuneration for playing for the Club.

6. Disciplinary and Policy

The disciplinary rules of the Hockey Association apply to all games. All fines and suspensions awarded by the associations will be upheld by committee and following a review of each sanction the committee reserves the right to increase any sanction. The Committee may suspend the membership of any member whose conduct has been, in the opinion of the Committee, contrary to the interests of the club.

Policies: The Club, its officers, officials and its members must maintain the highest possible standards for the benefits of the Club. These are detailed in (but are not limited to) England Hockey rules, Club Policies & Procedures, Club Constitution and Rules and Codes of Conduct for Officers, Coaches, Team Managers and the Data Protection Policy. These cover member conduct during all activities where they can reasonably be viewed to represent Sudbury Hockey Club or which take place on premises/pitches used by Sudbury Hockey Club. In particular, the Club takes very seriously the welfare of Juniors within the Club and has a series of policies and procedures for all involved with Juniors. The Child Welfare Officer assumes the rights of Junior representative and Chairman in the event of investigations and actions related to welfare issues.

7. Clubhouse and Bar

The hours during which alcoholic liquors may be supplied to members and their guests in the club, shall be the same as those identified in the Club Premises Certificate issued by the licencing authority. Visitors from other sporting clubs shall be entitled to purchase intoxicating liquor. The bar management will be incorporated within the roles and responsibilities of the House committee member, which is a position that must be held by a person over 18 years of age. This position assumes full responsibility for compliance with the conditions upon which the Clubs Premises Certificate is issued and to operate within the specific requirements of any licence issued

The club acknowledges the legal requirement to maintain 25 members at all times, to be considered as a qualifying club for the purposes of it's Club Premises Certificate. Should membership fall below this number, the Club must immediately inform the licencing authority that it no longer fulfils the conditions to hold said certificate. The purchase of alcohol shall be managed by the club in general meeting or by a committee of members elected by the club who are over 18 years of age. No commission shall be payable to any person with regard to the supply of alcohol by the club. No pecuniary or other benefit shall be obtained by any person in relation to the supply of alcohol by the club.

8. Dissolution

8.1. A resolution to dissolve the Club shall be proposed only at an extraordinary general meeting and shall be passed only if carried by a majority of at least three-quarters of the Members present and voting.

8.2. The dissolution shall take effect from the date of the resolution and the members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Club.

8.3. Any property remaining on a winding up or dissolution of the Club after the discharge of the debts and liabilities of the Club shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following sporting or charitable bodies

(i) England Hockey for use in community related initiatives for the Game;

(ii) another registered amateur sports club for the Game; or

(iii) a registered charitable organisation.