# STRATFORD HOCKEY CLUB

# Club Constitution

*Note – Adopted by the Hockey Club in 2004 following the incorporation of Stratford upon Avon Sports Club Limited and amended (Clause 10.3) at an EGM held on 7th July 2016.*

## General

* 1. The Club shall be called Stratford Hockey Club ("**the Club**").
	2. The Club shall be part of Stratford Sports Club (the “**Sports Club**”) and consequently the Club may also be called “Stratford Sports Club – Hockey Section”.
	3. The Club shall be based at the Sports Club’s premises in Swan’s Nest Lane, Stratford-on-Avon or at such other place in Stratford-on-Avon as the Club may determine acting in General Meeting (the "**Club House**").
	4. The Club shall comprise its Members (as defined in clause 3.1 below) from time to time.
	5. The Club shall be regulated pursuant to the regulations contained in this constitution (the “**Constitution**”).
	6. Subject to clause 1.5, the Club shall manage its affairs as it sees fit and may comprise separate sections for the management of its various activities, including, without limitation, Men’s hockey, Ladies hockey and Junior hockey. Subject to the foregoing the affairs of the Club shall be managed by the Committee (as defined in clause 6.1 below).

**Objects**

* 1. The objects of the Club shall be to foster and promote the sport of hockeyat all levels within Stratford-on-Avon and its surrounding areas for the purposes of recreation and competition.

**Membership**

* 1. Subject to clauses 3.2 and 3.3 below, Membership of the Club shall be open to any person applying to join by completing a membership application form and paying the relevant subscription fee prevailing from time to time and such persons are referred to below as “Members”.
	2. The Committee shall have the power, in its absolute discretion:

(a) to waive in whole or in part subscription fees; and/or

(b) to dispense with the requirement for a membership application form

in respect of any Member or proposed Member.

* 1. In addition, life members of the Sports Club shall automatically be Members unless they notify an Officer of the Club in writing that they do not wish to be a Member in which case their membership shall automatically terminate.
	2. The Committee shall have the power to refuse Membership of the Club to any person if they resolve, acting in their absolute discretion, that it is in the best interests of the Club to do so.
	3. The Committee shall also have the power to suspend or terminate the membership of any Member if they resolve, acting in their absolute discretion, that it is in the best interests of the Club to do so.
	4. When setting annual subscription rates, the Club shall have the power to determine different rates dependent upon the age or other circumstances of the Members. When doing so, the Club shall have the power to impose restrictions (to be determined by the Club in General Meeting) on the voting or other rights of any Members benefiting from reduced subscription rates provided that any Member entitled to reduced subscription rates shall have the right to waive that entitlement and thereby not be subject to any restrictions that would otherwise apply subject always to the restrictions on Members under the age of 18 set out in clause 3.7 below.
	5. Members under the age of 18 shall be entitled to receive notice of and attend General Meetings but shall not be entitled to vote at any such General Meeting. Members under the age of 18 shall not be responsible for the Club’s liabilities and neither shall they have any entitlement to share in the Club’s assets; the membership of such Members shall be qualified accordingly.

**Officers**

4.1 The Officers of the Club (“**Officers**”) shall comprise a Chairperson, Secretary and Treasurer together with such other Officers as may be determined from time to time by the Club in General Meeting.

**Election of Officers**

5.1 All Officers must be Members of the Club and shall be elected at the Annual General Meeting of the Club, by the Members of the Club.

5.2 The Officers shall be elected for a period of one year, but may be re-elected to the same office or another office the following year provided that no person shall remain an Officer in the same post for in excess of 5 years.

### General Committee

6.1 The affairs of the Club shall be managed by a Committee (the “**Committee**”) comprising the Officers of the Club and suchother representatives (being Members of the Club) as may be elected from time to time by the Club in General Meeting. Where separate sections exist for Men’s, Ladies and Juniors, all such sections shall be represented on the Committee wherever practicable and subject to appropriate representatives being available to act as such. The Committee shall meet at agreed intervals and not less than four times per year.

6.2 The duties of the Committee shall be:

 (a) to manage the affairs of the Club on behalf of the Members; and

1. to keep accurate accounts of the finances of the Club through the Treasurer.
	1. The Committee shall have the power to co-opt additional members of the Committee (being Members of the Club) as the Committee determines, in its absolute discretion, from time to time.
	2. The Committee shall regulate its meetings as it sees fit provided that:
2. any resolutions put to the vote shall be determined on the basis of a simple majority vote and in the case of equal votes, the Chair of the meeting shall be entitled to an additional casting vote; and
3. three members of the Committee shall constitute a quorum.

6.5 Meetings of the Committee shall be chaired by the Chairperson or, in his/her absence, by any other member of the Committee elected for that purpose by the meeting in question.

**General Meetings**

* 1. An Annual General Meeting (“**AGM**”) of the Club shall be held once every year no less than 8 months and no more than 16 months following the previous year’s AGM.
	2. Not less than 14 days notice shall be given of the AGM by posting a notice on a suitable notice board at the Club House. The Committee shall be entitled, but shall not be obliged, to provide additional notification of the AGM to Members, whether in writing, by telephone, by electronic communication or otherwise. In that event the failure to notify some but not all Members or the failure by any Members to receive such notification, shall not invalidate the convening of the AGM.
	3. Members must advise the Secretary in writing of any other business or resolutions they wish to propose at the AGM at least 7days before the AGM.
	4. The business of the Annual General Meeting shall be to:

 (a) confirm the minutes of the previous AGM and any General Meetings held since the last AGM;

 (b) receive the Annual Accounts (as defined by clause 8.1 below);

 (c) receive the annual report of the Officers and/or the Committee;

(d) elect the Officers of the Club and other Committee Members;

(e) review and set Club subscription rates and agree them for the forthcoming year; and

(f) transact such other business proposed by the Committee and set out in the notice of AGM or received in writing by the Secretary from Members 7days prior to the AGM (or such shorter period as the Chairperson of the AGM may allow in his/her absolute discretion).

7.5 General Meetings in addition to the AGM may be convened by the Committee or on receipt by the Secretary of a request in writing from not less than 10 Members of the Club who are entitled to attend and vote at a General Meeting. Such General Meetings shall be convened by the same notice provisions as are applicable to the convening of an AGM. Any business of such an additional General Meeting shall be restricted to that set out in the notice of meeting.

* 1. Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 7 days in advance of the date of the AGM (or such shorter time period as the Chairperson of the AGM shall in his/her absolute discretion permit).
	2. At all General Meetings, the chair will be taken by the Chairperson or, in his/her absence, by another Officer appointed by the meeting or, in the absence of all Officers or, with the agreement of the Officers present, by such other Member as is appointed for that purpose by Members attending the meeting.

7.8 The proceedings of a General Meeting shall be conducted in such manner as the Chairperson of that meeting determines provided that any resolutions put to the vote shall be determined on the basis of a simple majority of votes (subject always to clause 9 below) from those Members attending the meeting and in the event of equal votes, the Chairperson shall be entitled to an additional casting vote.

7.9 A quorum for a General Meeting shall be 12 Members.

7.10 Each Member of the Club aged 18 or over shall be entitled to one vote at General Meetings, subject always to any restrictions on voting rights imposed by the Club pursuant to clause 3.7.

**Accounts**

8.1 The Club shall prepare annual accounts (the “**Annual Accounts**”) for such financial period (being of not less than 8 months nor more than 16 months) as the Club may determine acting in General Meeting.

* 1. The Annual Accounts shall be presented to the Members at the AGM which next follows the ending of the financial period to which they relate provided that if such AGM falls less than two months following the end of such period, they may be presented at the next General Meeting which is held or at the AGM if it is adjourned to a date falling after the said two month period.

8.3 The Annual Accounts shall be available for inspection by any Member on giving reasonable written notice to the Treasurer.

**Alterations to the Constitution**

9.1 Any proposed amendment to the Constitution may only be considered at the AGM or at a General Meeting in respect of which due notice has been given and details of the proposed amendments are set out in the notice of meeting. Any resolutions in relation to any such amendments shall require, at the General Meeting in question, a majority comprising not less than two-thirds of those Members voting on the resolution in order for the resolution to be carried.

**Dissolution**

10.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Meeting shall be adjourned for a further General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

10.2 If at that General Meeting, the resolution is carried by at least two-thirds of the Members present at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge the debts and liabilities of the Club out of the assets so realised.

10.3 If the Club should be dissolved any surplus of assets of the Club remaining after the debts and liabilities of the Club have been discharged shall be distributed to such charity, charities or other not for profit organisations as the Committee consider to have a similar purpose to the Club as is reasonably practicable.[[1]](#footnote-1)

1. Clause 10.3 was amended at an EGM held on 7th July 2016 [↑](#footnote-ref-1)