



HORSHAM HOCKEY CLUB

THE CRICKETFIELD, CRICKETFIELD ROAD, HORSHAM, WEST SUSSEX
TELEPHONE: HORSHAM 01403 254628
www.horshamhc.co.uk

CONSTITUTION

Name

1. The club shall be called Horsham Hockey Club (hereinafter called the "Club").

Object

2. To provide an opportunity to learn, coach, spectate and play hockey in a safe and structured environment, for fun or in competition.

Club colours

3. The Club colours shall be any combination of white, black or red.

Membership

4. The Club shall have Men's, Ladies' and Colts' sections.

5. The Club shall have a President and Vice Presidents, who shall be eligible for election or re-election only at an Annual General Meeting.

6. Honorary Life Members shall only be elected at the Annual General Meeting.

7. Membership should consist of officers and members of the club. Membership shall be open to all, irrespective of age, gender, disability, race, ethnic origin, creed, colour, social status or sexual orientation.

8. All members will be subject to the regulations of the Constitution and by joining the club will be deemed to accept these regulations and the codes of conduct that the club has adopted.

9. All accepted applications must be endorsed by the General Committee of the Horsham Sports Club.

10. The General Committee will have the power to refuse or suspend membership for conduct that is detrimental to the Club. Suspension may be for a maximum of one year unless the action of the Committee is ratified at an Annual General Meeting, in which case it may be indefinite.

General Committee

11. The Club shall be governed by a General Committee. The General Committee shall consist of:

- Executive Officers – Chairman, Secretary, Treasurer and Membership Secretary
- Men's Club Captain and Ladies' Club Captain and Colts' Representative.
- The following elected members whose attendance at regular meetings is not required:-

Men's Fixtures Secretary, Ladies' Fixture Secretary, SCHA Representative, HSC Representative, Hon Auditor, Disciplinary Officer, Child Protection Officer, Umpire Co-Ordinator, Website Co-Ordinator, Colts' Membership Secretary and Colts' Fixtures Secretary, Men's 1st XI Captain, Ladies 1st XI Captain

12. A quorum of the General Committee will be four members.
13. The General Committee shall have the power to fill any vacancy that occurs during its term of office.
14. The General Committee shall have the power to deal with any questions which may arise and for which provision has not been made.
15. The General Committee shall have the power to co-opt any Club Member to any meeting(s) as necessary.
16. The General Committee shall have the power to form sub-committees, one member of which must be a member of the General Committee and the Chair of each committee being elected from within the General Committee.
17. The President and Chairman shall be ex-officio members of all committees and sub-committees, except the Selection Committees.
18. A General Committee Meeting shall be called at the discretion of the Honorary Secretary or by a quorum of the Committee.
19. The Honorary Secretary shall give not less than seven days notice of the convening of a Committee Meeting.

Team Selection

20. Selection of teams will be carried out by a selection committee for the respective sections, which shall comprise the team captains and the Club Captain. The chairman of each committee will be the Club Captain.

Annual General Meetings (AGM)

21. The Annual General Meeting will be held during April or May each year.
22. Captains and Fixture Secretaries of the respective sections shall be proposed and seconded only by Members of those respective sections.
23. Only paid-up members 16 or over may vote, make proposals or stand for election at the Annual General Meeting. Social members and members under 16 may attend the AGM but may not vote. Only Ladies can vote for the Ladies' Captains, Ladies Club Captain and Fixtures Secretary positions. Only Men can vote for the Men's Captains, Men's Club Captain and Fixtures Secretary positions. All members can vote for all other positions. Any non-member or Social member may be elected as a Club Official. Any coach or Team Manager nominated by the committee may also have a vote at the AGM.
24. No resolution shall be passed at an Annual General Meeting concerning any item unless previously included on the written agenda.
25. The Honorary Secretary shall give not less than fourteen days notice of the convening of an Annual General Meeting.

Finances

26. The Club is a non-profit making organisation and any surplus income or gains shall be reinvested in the Club; the Club does not permit any distribution of Club assets in cash or in kind to members or third parties. This does not prevent donations by the Club to charities or to other clubs that are registered as Community Amateur Sports Clubs (CASC).

27. The club can build up financial reserves and is permitted to invest these into suitable investment vehicles to provide an additional income or growth to support its future health or investment aspirations.

28. The Club's financial year will end on 31st May, with the accounts being presented at the Annual General Meeting.

29. The Honorary Auditors shall be appointed/re-appointed only at an Annual General Meeting.

30. Annual subscriptions will become due on the 1st September, the amounts being determined at the Annual General Meeting.

31. The General Committee reserves the right to suspend players if subscriptions are not paid by 1st November, or, on the advice of the Selection Committee for gross misconduct.

32. All fees including pro-rata subscriptions will be proposed by the General Committee and agreed at the Annual General Meeting but may be altered at the discretion of the General Committee.

Special General Meetings (SGM)

33. The Honorary Secretary shall at the written request of 20 or more paid-up members or at the request of the General Committee, call a Special General Meeting.

34. Any such request must state in writing the resolution to be moved with the names of the proposers and seconders. No business shall be transacted at a Special General Meeting other than that specified in the notice convening the meeting or incidental thereto.

35. A quorum at a Special General Meeting shall be 20 paid-up members.

36. Any decisions taken at Special General Meeting must have a two thirds majority.

37. The Honorary Secretary shall give not less than fourteen days notice of the convening of a Special General Meeting.

Voting

38. Every question at all meetings shall be decided by a simple majority of voters; the Chairman shall have a second or casting vote. The only exceptions to this are votes taken at a Special General Meetings - see section 36

39. The General committee has the right to explore and implement if appropriate the ability for members to vote by proxy in their absence at an AGM. The General committee may limit this to certain topics or allow more extensive use in broader voting according to rules specified and documented in advance and circulated to members or published on the club's website.

Alterations to this Constitution

40. Any alteration(s) to the Constitution may only be made at an Annual or Special General Meeting, provided that the proposal(s) appear on the written agenda.

Dissolution

41. The Club can be dissolved by a two thirds majority vote at an Annual or Special General Meeting, attended by a quorum of at least 20 eligible members. In the event of dissolution, any financial and other assets of the Club will become the property of Horsham Sports Club, a registered Community Amateur Sports Club.

Declaration

42. Horsham Hockey Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED: DATE:

Name:

HHC Chair

SIGNED: DATE:

Name:

HHC Secretary