

Newcastle Hockey Club Constitution 2008/09

1.0 Name

The organisation shall be called Newcastle Hockey Club, hereafter to be referred to as NHC and shall be affiliated to the England Hockey Association.

2.0 Objectives

The objectives of Newcastle Hockey Club are to:

2.1 To foster and promote the sport of hockey at all levels, providing opportunities for recreation and competition.

2.2 Improve the health and well being of its members and the local community by promoting and encouraging participation of adult and junior hockey and actively encouraging increased membership from junior, male, female, disabled and ethnic participants.

2.3 Provide resources and facilities for the playing, coaching and development of hockey and the attendant social activities associated with the sport and to build links with local schools, the voluntary and statutory sector and other organisations which can help develop the sport of hockey.

3.0 Area of benefit

Newcastle City Centre and surrounding areas.

4.0 Powers

To develop the objectives further, Newcastle Hockey Club has the power to:

4.1 Recruit volunteers and employ and pay staff where appropriate.

4.2 Work in partnership with other organisations.

4.3 Invest funds in any lawful way. Professional advice should be taken when necessary.

4.4 Raise funds by any lawful means except permanent trading.

4.5 Accept donations either for the general purposes of Newcastle Hockey Club or for a specific purpose within or connected with the objects.

4.6 Set a reasonable membership subscription.

5.0 Membership

5.1 Membership of the organisation shall be open to any person regardless of race, gender, sexual orientation or ability.

5.2. Full membership is open to anyone aged 14 or over who agrees with the objects of the society and agrees to abide by its rules.

5.3 The definition of a Full Member is somebody over 14 years of age who has fully paid his/her annual subscription to the Club for the current membership year.

5.4 The Club may alter the membership classification if deemed appropriate in the future.

Class of Membership
Full Senior
Student/Part time Employment
Full Junior (Over 14s competing in Senior League Hockey)
Junior (U18 still in full time education)

5.5 The club secretaries must keep an up to date list of the members of Newcastle Hockey Club.

5.6 If the committee considers that a member's conduct is harmful to Newcastle Hockey Club:

- The committee should ask the member concerned, or someone on behalf of the member concerned, to put his or her case to the committee
- If after hearing the member's case the committee decides that the member should leave Newcastle Hockey Club, they may terminate the membership
- If the member wishes to appeal against the decision, a written notice of appeal must be submitted by the member to the committee within 14 days. The committee must convene a meeting within 7 days of receipt of the notice to consider the written appeal. The member may be requested to attend the meeting to put his or her case to the committee. If after hearing the member's appeal the committee uphold their decision for the member to leave, the member will receive written notification within 7 days.

6.0 The Committee

6.1 The Club shall be managed by a general committee of no less than five.

6.2 The general committee shall meet at agreed intervals and not less than four times per year and will keep a formal record of all meetings.

6.3 Committee members shall stand from the end of the AGM that they were elected at to the end of the next AGM.

6.4 The committee's officers shall include:

- Club Captain
- Secretary
- Treasurer
- First Team Captain
- Junior Manager
- And any other officers that the committee decisions
- U18 members of the committee will have full involvement in discussions but will be unable to vote on substantive decisions.

6.5 A committee member can only fill one position.

6.6 The committee will decide whether decisions to be made during the course of the year will be by the committee or referred to the wider membership of the club.

6.7 Decisions will be based on a simple majority vote of eligible voting members unless specifically stated otherwise within the constitution. To be eligible to vote a member must be over 18 years of age, have fully paid their annual subscription and (in the event of a committee decision) be an elected committee member.

6.8 Each adult member has one vote, and if the vote is tied, the Club Captain has a second casting vote.

6.9 The committee has the power to co-opt members of the committee to fill vacant places until the next annual general meeting. Each co-opted member has one vote.

7.0 General meetings

7.1 The Club Captain shall give 21 days notice of an Annual General Meeting (AGM), and 7 days notice for other meetings to all members including an agenda for the meeting.

7.2 The minimum number required to hold for a general meeting is five members, or a tenth of the membership, whichever is the greater.

7.3 A formal record of all meetings shall be kept and circulated to members.

7.4 The Club Captain shall chair all meetings.

7.5 The AGM will:

- be scheduled to occur no later than the end of May that year. Club members shall be informed of the date, time and venue of AGM by email and a notice displayed on the club's notice-board.
- receive nominations for Club Captain and other committee members
- elect the Club Captain and other committee members
- confirm the minutes from the previous AGM
- receive and approve reports of the year's activities
- receive and approve the year's accounts.
- review subscription and match fee rates and agree them for the forthcoming year
- AOB arising from members

7.5 The Club Captain and other committee members will be elected by a show of hands at the AGM and serve from the end of the AGM to the end of the following year's AGM.

7.6 The committee can call a Special General Meeting (SGM) at any time. If five members request a SGM in writing, the Club Captain must call one.

8.0 Finance

8.1 All funds belonging to or raised for Newcastle Hockey Club must be used to further the objectives of the club.

8.2 The treasurer shall keep an account of all income and expenditure and shall present the club's accounts at the AGM.

8.3 There shall be one or more bank or building society accounts in the name of the Club. Cheques must be signed by two committee members, who must not be related.

8.4 Committee members may claim reasonable out-of-pocket expenses on terms approved by the committee. No other payments can be made to members of the Club, other than for re-imbusement of **agreed** expenditure on club items such as trophies, first aid kits etc.

9.0 Alterations to the constitution

This constitution can only be changed at a general meeting. The Club Captain must give 21 days notice of the meeting to all the members, along with details of the proposed changes to the constitution. For the constitution to be changed over half of the members present at the meeting must agree.

10.0 Dissolution

10.1 The dissolution of the club will only occur in the event of two thirds of the existing eligible members voting for its dissolution. In this instance voting will be by show of hands at an Extraordinary General Meeting. At the Club Captain's discretion members will be able to vote by proxy. This will be a written confirmation by that person of his/her vote delivered by an attending member. Dissolution of the club is the only event that will cause an Extraordinary General Meeting and can only be called by the elected committee.

10.2 After discharging all debts and liabilities of the organisation, the remaining assets shall be given or transferred to some other voluntary organisation having objectives similar to Newcastle Hockey Club.

11.0 Transparency

A copy of this constitution shall be available to all members.

12.0 Approval Signatories

This constitution was approved at a General Meeting of Newcastle Hockey Club at Westgate Centre for Sport and will be amended accordingly, if required at a later date.

Signed Helen Croft-Club Captain

 Zoe Olden-Junior Manager

 Carol Marshall-Club First Coordinator

 Andy Nesbitt – Men's Team Manager

Any future changes arising will be presented for ratification to the AGM or Committee subject to the Club Captain's judgement.