

Broughton Park Football Club

(Rugby Union)

Club Rules

1. Name

The name shall be the Broughton Park Football Club, hereinafter called the “Club”. The Club shall be in membership with

- 1) The Rugby Football Union and
- 2) The Lancashire County RFU.

The objects of the Club shall be:-

- a) the furtherance of the interests of rugby union football, in accordance with requirements of the Inland Revenue to maintain the Club’s status as a “Community Amateur Sports Club”,
- b) the provision of facilities for members to play rugby union football,
- c) the provision of ancillary social facilities.

2. Club colours

The Club colours shall be black and white hooped jerseys, black shorts and black stockings with white turnovers. All members play in Club matches shall wear the Club colours. In the event of a colour clash a substitute set will be used. Any future changes to these colours shall be decided by a resolution of the Members proposed at a Special General Meeting.

3. Membership

a) Classes of Member.

There shall be two broad classes of member. These shall consist of:-

Playing:- senior, student, colt, junior and mini.

Non-Playing:- full Member, social.

b) Subscriptions.

Management Committee will determine the respective annual subscription of Members each year. All subscriptions shall be due on the 1st June in each year. No members whose subscription is in arrears on the 31st October shall be eligible for any Club team, and may be refused the use of the Club facilities until the said subscription be paid. If any Member be in arrears with his or her subscription after the 31st October in any year, the Management Committee may cause the name of such Member to be posted up the Club House, and shall have power, after giving seven days notice to that Member to declare such person no longer a Member of the Club. The said person shall thereupon cease to be a Member of the Club, but shall still be liable for that year’s subscription. For senior, students and colt playing Members in addition to their annual subscription there may be also a match fee payable. Management Committee will have the responsibility for decisions on match fees.

c) Election of Members

Colt junior and mini Members will become Members once they have registered with their teams and paid their annual subscription. The admission of all other Members shall be at the discretion of the Management Committee, and shall be by a show of hands of that Committee, unless a ballot is called for by any Member of the Committee.

Candidates for admission to Membership must complete and sign an application form. This form must also be signed by a proposer and seconder, both of whom shall be Members of the Club, and one of whom should be a Member of the Management Committee. The application form shall be sent to the Membership Secretary together with the appropriate subscription.

Players registration should also be in accordance with RFU regulations.

d) Notification of Election

Following election by Management the Membership Secretary shall notify the elected Member who shall also be given a Membership card and a copy of these Rules.

e) Members Addresses

Each Member shall give to the Membership Secretary an address to which all communications should be sent. Anything sent to such an address shall be considered as duly delivered and the Member shall be bound thereby.

f) Resignation of Members

Any Member wishing to resign must inform the Membership Secretary in writing before 1 August or be

liable for the seasons subscription.

g) Temporary Members and Visitors

All members of a visiting club playing a Park team shall be allowed to use the social facilities of the Club.

Each Club Member shall be permitted to introduce visitors as guests of the Club, but no Member shall be permitted to introduce more than two visitors at any one time. The visitors and the Member shall sign the Visitors Book which is kept for this purpose.

h) For those members who use the Hough End Centre it is a pre-condition of membership that each Member agrees to be bound by and obey the rules in force from time to time of the Hough End Centre.

4. Rules

a) These Rules are binding on all Members. New Members will be provided with a copy and a copy shall be available on the Club premises. No alterations or additions to the Rules shall be made except by a majority of two thirds of the Members present, entitled to vote, and actually voting at a General Meeting. Notice, in writing, of any proposed alterations or additions to the Rules must be sent to the Secretary at least twenty one days before the date of a Special General Meeting or Annual General Meeting. Full particulars of such proposed alterations or additions shall be sent to each Club Member together with the notice convening such Meeting.

b) If a complaint is made to the Management Committee that any Member has not conformed to, or has transgressed any of the Rules of the Club, or has behaved against the best interests of the Club, then that Committee shall investigate the case, and deal with it as they think fit, with power to expel the Member concerned from the Club. Any complaint shall be sent, in writing to the Secretary, who will forward a copy of the complaint to the Member concerned. The Management Committee shall not entertain a complaint where this provision has not been strictly observed. Any Member so expelled shall have the right of appeal to the Annual General Meeting to consider or vary the decision of the Management Committee.

c) Any member who refuses to play for a club team after being Selected and who plays for another team on the same day shall not be selected for a Club team until they have provided a satisfactory explanation to Selection Committee.

d) Any Member wilfully damaging club property shall make good the damage at their own cost.

5. Administration

a) Nominees for club officers and sub committees must be members of the Club and must be duly proposed and seconded seven days before the Annual General Meeting.

b) Officers and Employees

The officers of the Club shall consist of the President, Vice-President, Chairman, Vice-chairman, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, County Representative, Referee's Society Representative, Captain of XV'S and Director of Rugby. The following officers shall also be titled Secretary: Press and Publicity, Membership, Fixture, Team, Sponsorship, 250 Club, Colts, Youth Rugby. Elections for these posts will take place annually at the Annual General Meeting. The Club shall employ a club manager whose Job Description is available from the Chairman.

c) President

The Club shall have a President elected annually. The office of President cannot be held by the same person for more than two years consecutively.

d) Chairman

The Club Chairman will take the Chair at any General Meeting or Management Committee meeting. In the Chairman's absence the Vice-Chairman, the President, or failing either, a Member elected for the purpose by Members attending a properly constituted meeting shall take the Chair. The Chairman shall have, in all cases, a casting vote.

e) Executive Committee

The Executive Committee shall have day to day control of the Club's affairs and shall meet every two weeks. The Executive Committee shall consist of the following officers: the Club Chairman, The Chairman of Finance, the Secretary, and the Director of Rugby. The Club Manager shall also be a member of the Committee. The Executive Committee shall report on a quarterly basis to the Management Committee.

f) Management Committee

The Management Committee shall monitor the work of the Executive Committee which shall consist of the officers of the Club, the Chairman or nominated deputy) from each properly constituted sub-committee and past presidents. The Management Committee shall have the power to co-opt additional members as and when thought necessary. Meetings will take place quarterly to transact the business of the Club and to deal with its affairs. Twelve members of the Management Committee shall form a quorum. The Management Committee shall have the power to appoint persons to fulfil the unexpired portion of office of any officer relinquishing their duties before the due date and also to fill any casual vacancy on the Management Committee.

6. Sub-Committees

Membership of a Sub-Committee shall be determined by election at the Annual General Meeting. Each Sub-Committee will carry out its duties as agreed and delegated-by Management Committee.

Each sub-committee shall meet on a monthly basis.

The Chairman and Vice-Chairman of the Club shall be members ex-officio of all Sub-Committees, but each Sub-Committee shall appoint its own Chairman. He/She shall have a casting vote at their own Sub-Committee Meeting. The quorum of each Sub-Committee to be decided by its members. In addition they shall also have the power to co-opt additional members. Sub-Committees shall not incur any financial liability in a season above the limit agreed by the Management Committees without prior approval from the Finance Sub-committee. The following Sub-Committees shall be formed. Emergency, Finance, House and Bar, Ground, Coaching, Youth, Selection, Match, Social, Sponsorship, Membership. Other Sub-Committees may be formed as and when thought necessary by the Management Committee. The duties and constitution of all Sub-Committees shall be set out in job descriptions as agreed by Management Committee. All paid employees of the Club shall report to the appropriate Chairman of the relevant Sub-Committee.

7. Meetings

a) Attendance

Any member of the Management Committee, or of any Sub-committee, who fails to attend three consecutive meetings without a satisfactory reason may be asked to resign from such Committees or Sub-Committee.

b) Annual General Meetings

The Annual General Meeting Part I for the election of officers and Sub-Committees and presentation of the annual report shall be held before the end of May in each year. The Annual General Meeting Part II for the presentation and adoption of the balance sheet shall be held before the end of September in each year.

c) Special General Meetings

Should the members desire a Special General Meeting then the Secretary shall call such a Meeting on the written request of twenty members, and any such request shall state the business to be considered.

d) Quorum of Meetings

Twenty five members shall form a quorum at any Annual or Special General Meeting.

e) Votes at Annual or Special General Meetings

Voting shall be restricted to senior playing members, student members and full members. Voting rights are denied to those whose subscriptions are in arrears.

The voting shall be by show of hands, or otherwise, as may be decided by the majority of Members.

f) Notice of Meetings

Other than for a meeting to consider rule changes, when twenty one days notice must be given, the Secretary shall give at least fourteen days notice for Annual and Special General Meetings.

g) Unless otherwise specially provided for herein any resolutions shall be considered passed if voted for by a simple majority of those present and voting at the meeting convened for that purpose.

8. Accounts

The annual accounts shall be made up to the 31st March of each year and after having been duly audited and signed by the auditors shall be presented at the Annual General Meeting Part II.

9. Trustees

For the purpose of holding any real and/or leasehold property there shall be four Trustees of the Club in whom such property shall be vested. The first Trustee shall be appointed by the Management Committee and the said real and/or leasehold property of the Club shall be vested in them on trust to be dealt with

by them as the Management Committee shall from time to time direct by resolution of which an entry in the Minute Book shall be conclusive evidence). The Trustees shall be indemnified against risk and expense out of the Club property. The Trustees shall hold office until death or resignation or until removed from office by a resolution of the Management Committee who may for any reason which may seem sufficient to a majority of them present and voting at any meeting remove any Trustee or Trustees from the office of Trustee. If by reason of any such death, resignation or removal it shall appear necessary to the Management Committee that a new Trustee or Trustees shall be appointed or if the Management Committee shall deem it expedient to appoint an additional Trustee the Management Committee shall by resolution nominate the person or persons to be the new Trustee or Trustees. For the purpose of giving effect to such nomination the President is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act, 1925, or any statutory amendment thereof, and he shall be deemed duly appoint the person or persons so nominated by the Management Committee as the new Trustee or Trustees of the Club and the provisions of the Trustee Act, 1925, shall apply to any such appointment. Any statement of fact in any such deed of appointment shall in favour of a person dealing bona fide and for value with the Club or the Management Committee be conclusive evidence of the fact so stated.

If at any time the Club in General Meeting shall pass a resolution authorising the Management Committee to borrow money the Management Committee shall thereupon be empowered to borrow for the purposes of the Club such amount of money either at one time or from time to time and at such rate of interest and in such form or manner and upon such security as shall be specified in such resolution and thereupon the Trustees shall at the direction of the Management Committee 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. All Members of the Club whether voting on such resolution or not and all persons becoming Members of the Club after the passing of such resolution shall be deemed to have assented to the same as if they had voted in favour of such resolution.