

SIDCUP RUGBY FOOTBALL CLUB RULES

1. NAME
That this Club be called Sidcup Rugby Football Club.
2. OBJECT
The object of the Club is the playing of football strictly in accordance with the Laws and Bye-Laws of the Rugby Football Union.
3. COLOURS
The colours of the Club will be: any combination of White, Maroon and Navy Blue jersey with SFC monogram in one of the colours. The design and combination of colours in the jersey to be decided and agreed by the Club General Committee. Maroon shorts and navy blue stockings with maroon tops containing two white rings.
4. SIDCUP SPORTS CLUB RULES and MANAGEMENT
 - a) RULES
The Club shall be governed by the rules of the Sidcup Sports Club and the following additional rules which shall be exhibited in the Clubhouse.
 - b) MANAGEMENT
 - i) The Sports Club will be managed by an Executive Committee comprising a Chairman, an Honorary General Secretary, a Treasurer, a Development Officer and a Representative Constituent Club Member. All of whom except the Representative Constituent Club Member must be members of the Principle Club (here with Sidcup Rugby Football Club) of not less than two years standing.
Nominations for these Officers must be approved by the General Committee of Sidcup RFC and delivered in writing to the Sports Club Honorary General Secretary not less than 21 days before the date of the Sports Club's Annual General Meeting or Extraordinary General Meeting requiring a vote.
 - ii) A representative is also required for the Sports Club General Committee. The procedure for electing this representative is outlined in section 8a.
5. PATRON
Members at the Annual General Meeting may appoint one of their number who has given long outstanding and distinguished service to the Club, as Sole Patron, the position to be for life, a majority of Members present and voting being sufficient to appoint such Patron.
6. OFFICERS
 - a) The Officers of the Club shall be a President, Club Chairman, Honorary Secretary, Honorary Treasurer, Commercial Development Manager, Captain of the Club and the Director of Senior Rugby.
 - b) Vice-President - Members in Annual General Meeting from time to time may appoint one or more Members of good standing as Vice-President. Members so appointed to hold office until death or removal, a majority of members present and voting at the Annual General Meeting being sufficient to appoint or remove such Vice Presidents. Nominations for Vice-President, duly proposed and seconded shall be submitted to the

Honorary Secretary for consideration by the Committee. Nominations not approved by the Committee after due consideration shall not be submitted to the Annual General Meeting for consideration. The committee shall not be obliged to give reasons for their decisions.

7. MANAGEMENT

- a) The day to day management of the Club shall be in the hands of an Executive Committee consisting of the following Officers of the Club: Chairman, Honorary Secretary, Honorary Treasurer, Commercial Development Manager and the Director of Senior Rugby - 3 to form a quorum. This committee will report to a General Committee consisting of the Executive Committee plus the President (who will chair the committee), Captain of the Club, Director of Youth Rugby and the Club Safeguarding Officer who will meet at least once a quarter, 5 to form a quorum.
The General Committee may appoint sub-committees to which it may delegate such duties as it may think fit.
- b) General Committee Members may appoint a replacement, with full voting rights, if they are unable to attend a committee meeting. The Honorary Secretary to be informed prior to the meeting.
- c) Members of the Executive Committee may appoint co-opted members to either the Executive or General Committee as appropriate.
- d) At each Annual General Meeting, the General Committee shall propose the appointment of an Audit Committee Chairman who, once appointed, will form an Audit Committee. The Audit Committee shall comprise no less than three current club members, one of whom should hold a recognized professional accounting qualification. Incumbent Club Officers are not permitted to serve on the Audit Committee. The purpose of the Audit Committee will be to review and approve the Club's accounts in accordance with rule 14(b)3 prior to presentation of these accounts to members at the following years Annual General Meeting.

8. ELECTION OF OFFICERS

- a) All Officers and Committee Members will be elected at an Annual General Meeting when also one representative of the Club shall be elected to the General Committee of Sidcup Sports Club. Nominations for such Officers, Members of Committee and representatives, duly proposed and seconded, shall be delivered in writing to the Honorary Secretary not less than seven days before the date of the Annual General Meeting called for the purpose of election.
- b) All bequests, or monetary gifts for which no specified use is given by the donor, will be placed in a separate trust fund and administered by an independent committee of trustees, who will be elected at the Annual General Meeting. Applications for the use of the fund may be made through the General Committee in writing accompanied by a plan of the intended project upon which the money would be spent. Any project to be displayed on the notice board prior to being submitted to the Trustees. Where appropriate the application must be accompanied by three written estimates from contractors tendering for carrying out the project. The Trustee Committee will then decide whether or not to sanction the project.

- c) If a vacancy occurs in the position of an Officer of the Club, Committee Member, Sub-Committee Chairman, Non Elected Official or a Sports Club representative the General Committee shall have power to nominate a substitute who will hold office until the next Annual General Meeting.

9. MEMBERS

Membership of the Club shall be open to all irrespective of age, gender, disability, race, ethnic origin, creed, colour, social status or sexual orientation and shall consist of four classes, namely:

- a) Full Members - These will have full voting rights providing they are playing or non-playing members who have been accepted into membership of the Club and who are over 18 years of age and have paid their annual subscription in full for the current year.
- b) Youth Members (Mini or Junior) - Any member under 18 years of age who has been accepted into membership of the Club and paid their annual subscription in full for the current year.
Youth Members will have no voting rights.
- c) Family Membership - this will be one or more parent(s)/guardian(s) and their child(ren) named on the membership application form. The named parent(s)/guardian(s) are entitled to all the privileges of Full Membership with the exception of only **ONE** vote per family providing the Family Membership annual subscription has been paid in full for the current year. The child(ren) will be classed as Youth Members.
- d) Visiting Members who shall comprise members of teams playing on the Club's ground and their supporters whose membership shall be restricted to the day of the match.

10. MEMBERSHIP APPLICATIONS

- a) Persons may not be admitted to Membership or be allowed any of the privileges of Membership, until their application for Membership has been received, registered and the annual subscription paid.
- b) Applications for Membership must be made on the Club Membership Application form and submitted to the Honorary Membership Secretary or Honorary Secretary.
- c) The club can refuse or revoke membership, on non-discriminatory grounds, where the membership, or continued membership for the person concerned would be likely to be contrary to the best interests of sport or the good conduct and interests of the Club.

11. EXPULSION

The Committee shall have the power to terminate or suspend for such period as it thinks fit the membership of or to reprimand a Member for any infringement of the Club Rules, Regulations or Procedures, the Rules or Regulations of the Sports Club, The Rugby Football Union, the Laws of the Game or the IRB Regulations or for any conduct prejudicial to the interests of the Club or the game.

Any member who has their membership terminated or suspended shall be informed in writing and have the right to appeal to the General Committee.

12. SUBSCRIPTIONS

Entrance fees and Subscriptions shall be determined from time to time at the Annual General Meeting and printed in the Club Annual Fixture Card.

13. COMMITTEE MEETINGS

- a) The Executive Committee shall meet at such times and places as the Honorary Secretary shall determine but shall meet at least once every month.
- b) The General Committee shall meet a minimum of once every three months and more frequently if determined by the Executive Committee.
- c) The Honorary Secretary shall summon a meeting of the General Committee within 7 days after receiving a request signed by three members of the General Committee.
- d) At least four days notice of a meeting of the Executive or General Committee shall be given to all members of that Committee by the Honorary Secretary.

14. GENERAL MEETINGS

- a) The Honorary Secretary shall upon a request signed by 20 members call an Extraordinary General Meeting within three weeks of the receipt of such requisition. The business of such meeting to be confined to that mentioned in the requisition, 20 members to form a quorum.
- b) The Annual General Meeting of the club shall be held each year at such time and place as the General Committee shall determine, 20 members to form a quorum. The following business shall be transacted at that meeting.
 1. Consideration of the minutes of the previous Annual General Meeting and any other General Meeting since the last Annual General Meeting and any matters arising therefore.
 2. Consideration of the report of the committee for the previous year.
 3. Consideration of the accounts of the Club for the year ending on the last day of June preceding the meeting, such accounts to either, have been reviewed and approved by the Club's Audit Committee or have been subject to a financial review by an independent firm of accountants.
 4. Election of Patron, Officers, Members of Committees and representatives.
- c) Minutes of previous Annual General Meeting and those of any other General Meeting since the last Annual General Meeting shall accompany the notice sent out to all members.
- d) Only items which have been included in the Notice of the Annual General Meeting may be voted on at the General Meeting.
- e) At least 21 days notice of the holding of any General Meeting of the Club shall be given to the members of the Club by the Honorary Secretary.

Notice of any General Meeting may be given in any one of the following ways, each of which individually shall be deemed to be sufficient notice of such meeting for the purpose of this rule.

- i. Notice advertised on the club website four (4) weeks prior to the date advertised in the Club Fixture List & Manual; or
- ii. Where a member has notified the Club of his or her email address, email notification sent to the last known valid email address of such member; or
- iii. Postal notification to the last known postal address of each member.

Any member may at any time request in writing to the Honorary Secretary that such member be notified in writing to the last known postal address of that member of the holding of any General Meeting. Such request will not be effective for any General Meeting falling within 21 days of the date of receipt by the Honorary Secretary of the request but will be effective for all future General Meetings.

15. DISSOLUTION

If at an Extraordinary General Meeting called by the General Committee of which 28 days notice specifying the intention to consider a resolution to dissolve the club shall have been given to members of the club and been advertised with a statement of such intent at least 14 days before such meeting in a local newspaper circulating in Sidcup. A resolution for dissolution of the club shall be passed by two-thirds majority of those members present and entitled to vote.

The General Committee shall thereupon or at such future date as shall be specified in such resolution proceed to realise the assets of the Club and after discharge of all liabilities a commission shall be appointed by the President of the Club to either:

- a) Hold in trust any assets for future investment in a new Rugby Football Club.
- b) Amalgamate with another Rugby Football Club and incorporate the net assets into that club's finances.

The reasonable expenses of such commission shall be a charge on the Club funds and on completion of the commission the Club shall be dissolved.

16. CHANGE OF RULES

That these Rules may not be altered except at any General Meeting. Notice of any alterations to be given to the Honorary Secretary not less than twenty eight days before such Meeting, who shall embody same in the notice convening the Meeting.

These rules are effective from 22 July 2009 and incorporate all amendments duly authorised up to and including that date

A Jones
Honorary Secretary
22nd July 2009