



Randalstown Rugby Football Club

Constitution

1. Name

- a) The Club shall be called Randalstown Rugby Football Club.
- b) The objects of the Club shall be to provide and maintain for the members, playing fields, pavilion, club-room and other necessary accommodation, to promote and encourage the playing of rugby football and any such other sports and pastimes as may from time to time be agreed upon and, generally, to provide facilities for recreational and social intercourse among the members.
- c) The present address of the Club is 11, Neilsbrook Road, Randalstown, Co. Antrim, BT41 3AE.

2. Colours

The colours of the Club shall be red and white.

3. Membership

- 3.1 Membership of the club shall be open to anyone interested in the sport regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or beliefs except as a necessary consequence of the requirements of rugby.
- 3.2 The club may have different classes of membership and subscription on a non-discriminatory and fair basis.
- 3.3 The club shall keep subscriptions at levels that shall not pose a significant obstacle to people participating.
- 3.4 The club committee may refuse membership or remove it, only for good cause, such as conduct or character likely to bring the club or sport into disrepute.
- 3.5 Appeal against refusal or removal may be made to the club committee.
- 3.6 The Club shall consist of:
 - (a) Full Members – a member over the age of 21 years who has paid the current full annual subscription
 - (b) Student Members – a member over the age of 18 years who are in full time education
 - (c) Junior Members – a member between the age of 18 and 21 who are not in full-time education

- (d) Honorary Members - a member elected at the annual general meeting on the recommendation of the Management Committee in recognition of special service to the Club
- (e) Life Members – a member over the age of 18 years who has paid the current subscription due for life membership
- (f) Mini Members – a member under the age of 12 years
- (g) Youth Members – a member aged between 13 and 18 years
- (h) Full non-playing members
- (i) Associate Members – a non–playing member who wishes to make use of club social facilities and who pays the current subscription to the Club
- (j) Past Playing Members – retired player who has played for the club for a minimum of 5 years
- (k) Pensioner Associate Members – a member who has reached pensionable age

- 3.7 Each candidate, for admission as a member, can apply online but this does not guarantee membership until approved by the Executive Committee.
- 3.8 A candidate so elected shall be notified and requested to pay his/her subscription.
- 3.9 No new member shall be entitled to any of the privileges of the Club until his/her subscription has been paid or part paid.
- 3.10 At least 1-months notice of any such nomination for honorary membership shall be given to the Committee. Honorary Members of the Club shall be elected by a unanimous decision of the Committee then present and voting on the nomination.
- 3.11 No person under the age of 18 years shall be elected as a senior member of the Club.
- 3.12 Persons may be admitted as Associate Members of the Club subject to election as provided for in paragraph 3.6 above and to the payment of such annual subscription as provided for in Rule 11.
- 3.13 All Members shall carry membership cards while on the Club premises.
- 3.14 Any member failing to pay membership for a full year, shall have to reapply for membership to the committee.
- 3.15 Membership subscriptions shall become due on 30th June in each year and should be paid or part paid by 30th September in that same year.

4. Annual Meeting

- 4.1 An Annual General Meeting of the Club shall be held, no later than 30th June each year at such hour and place as the Committee shall decide, to receive the Honorary Treasurer's financial report for the past year and to transact any special business of which due notice has been given to the Honorary Secretary and to elect the President, Vice-President, Chairperson, Vice-Chairperson, Honorary Secretary, Asst. Secretary, Honorary Treasurer, Ulster Branch Representative, the Child Protection Officer and 2 General Committee members.
- 4.2 Four weeks' notice of the date of the meeting shall be posted on the Club's notice-board and the members shall be given notice of the meeting by circular to be sent not less than 7 days before the meeting.
- 4.3 No business shall be proceeded with unless at least 15 members are present.
- 4.4 In case there is no quorum assembled within half an hour of the time named in the circular, the meeting shall stand adjourned until the following week and so on in like manner of each successive week. Note of each adjournment shall be posted on the Club's notice-board.
- 4.5 All existing officers and arrangements shall remain in status quo until a quorum be obtained
- 4.6 At all meetings of the Club, whether annual or extra-ordinary, the Chairperson shall preside and in his/her absence the Vice-Chairperson shall preside. Failing them, a Chairperson shall be elected by a majority of members present.
- 4.7 In the case of equality of votes, the Chairperson may vote as a member and give the casting vote.

5. Extra-Ordinary Meeting

- 5.1 The Honorary Secretary shall call an Extra-ordinary Meeting of the Club by a circular to be sent out not less than 7 days before the meeting, if and when so directed by the Committee or on receiving a requisition signed by at least 20 members of the Club, stating the object for which the meeting is to be held. Such meeting shall be held within 6 weeks of the receipt by the Honorary Secretary of such requisition.
- 5.2 No other business than that stated in the circular shall be conducted at such meeting, nor shall any resolution be valid unless at least 15 members are present.

6. Office Bearers Of The Club

- 6.1 The office bearers of the Club shall be the President, Vice-President, Chairperson, Vice-Chairperson, Honorary Secretary, Asst. Secretary, Honorary Treasurer, Ulster Branch Representative and the Child Protection Officer.
- 6.2 All positions shall be elected at the AGM of the Club.

7. The Executive Committee

- 7.1 The Committee shall consist of the Office Bearers of the Club together with the chairpersons from each of the sub-committees.
- 7.2 In the event of a vacancy, the Committee may at its' discretion co-opt a successor who shall act for the unexpired term of office of the member whose place he/she has taken.

8. Powers Of The Executive Committee

- 8.1 The Committee shall have the entire management of the property, business and affairs of the Club, including powers to make Bye-Laws not inconsistent with these rules, and to impose penalties for their violation, which bye-laws shall be binding until altered or set aside by a General Meeting. The Committee shall have unlimited authority on every question of order and shall be sole interpreters of the Rules and Bye-Laws of the Club until set-aside by a General Meeting.
- 8.2 Seven members of the Committee shall form a quorum.
- 8.3 The Committee shall meet once per month on the 1st Monday thereof.
- 8.4 The Chairperson, or whoever takes the chair in his/her absence, shall have a vote and a casting vote at all meetings of the Committee.
- 8.5 Sub-Committees will be formed with the sanction of the Committee. All sub-committees shall report to the Committee and be responsible to it.
- 8.6 Sub-committee chairs shall be fully paid-up members and such committees shall include persons from the playing sections within the club and shall meet approximately once per month to discuss matters pertaining. The convenor of each of the sub committees shall report back to the Executive committee at the next committee meeting on all issues raised.
- 8.7 The Committee may appoint a maximum of 5 of its members to be known as the Emergency Committee to exercise the Committee's powers and to make such decisions for the proper running of the Club as may be necessary, but such decisions of the Emergency Committee shall be operative and effective only until the next meeting of the Committee.

- 8.8 The Committee shall have the power to borrow from the bank from time to time by way of over-draught such sum or sums as the Committee shall think fit.
- 8.9 The Committee shall prepare and maintain a 'Child Protection Policy' in respect of mini and junior rugby playing members and shall review policy every 3 years.
- 8.10 The Committee shall have the power to co-opt additional members as deemed necessary.
- 8.11 No expenditure of Club funds shall be permissible without the approval of the Committee.
- 8.12 Members of the executive or any sub-committee within the club, shall attend a minimum of 50% of the meetings called within that year. Failure to do so shall result in that member not being eligible to sit the following year.

9. Trustees

- 9.1 The property and effects of the Club shall be vested in Trustees already appointed or their successors, not exceeding 15 or less than 5 in number, in trust for the playing and non-playing members, until death or other incapacity, resignation or until he or she cease to be a member of the Club or until he or she be removed from office by a resolution passed at a General Meeting of the Club.
- 9.2 The Trustees shall be appointed by election at a General Meeting among the members of the Club and, on a vacancy occurring among the Trustees, a new Trustee shall be appointed at the next General Meeting.
- 9.3 The Trustees shall, when authorized by a resolution passed by a two-third majority of the Committee present and voting at a meeting of that Committee, sell, lease, demise, mortgage or charge any of the property and effects of the Club vested in them and execute all documents necessary to effect the same and they shall be indemnified against risk and expense out of Club property. The minutes of the meeting at which such resolution is passed shall, when confirmed, be evidence of such authority.
- 9.4 The Trustees shall be informed, and their permission sought, whenever the Executive committee wish to borrow money from a bank or other approved body in order to refurbish – improve - the Club premises or pitches. This shall only be necessary when the amount required exceeds £50,000.

10. Honorary Treasurer

- 10.1 The Honorary Treasurer shall collect and take charge of the funds of the Club, keep correct accounts and books showing the financial affairs and receipts and disbursements of the Club and he/she shall submit to the Annual General Meeting a financial statement made up to the 30th April of each year and audited by the Honorary

Auditor of the Club, in accordance with the provisions of Article 41 of the Registration of Clubs (N.I.) Order 1937.

- 10.2 The Auditor must send to the Department of Finance, within 6 months of the end of the audit year, a full set of audited accounts and within 3 months from the end of the calendar year, a statement showing all sums expended by the Club in purchase of liquor in that year.
- 10.3 The Honorary Treasurer shall be authorized to sue on behalf of the Club when directed by the Committee so to do, and the minutes of the meeting of the Committee at which such direction was given shall, when confirmed, be evidence of such authority.

11. Subscriptions

As agreed at the Annual General Meeting

12. Voting Rights

- 12.1 Mini/Youth, Honorary, Associate and Pensioner Associate Members shall not be entitled to vote at the meetings of the Club but may participate in the election of Captains of teams.
- 12.2 The named parent / guardian of mini / youth players shall be entitled to vote provided the current membership fees are paid.
- 12.3 Senior players, student players, junior players, past playing members, full non-playing members and life members are all entitled to vote provided current membership fees are paid.
- 12.4 Coaches of mini and youth rugby teams shall be entitled to vote as their fees are paid by respective groups.
- 12.5 There shall be no entitlement to proxy voting by any member.

13. Payment Of Subscriptions

- 13.1 An annual Subscription shall be due on 1st September and shall be paid in advance or part paid, but any member joining the Club on or after 1st July in any year shall, on paying his/her subscription for the current year, be exempt from paying the annual subscription for the following year.
- 13.2 No member shall have a vote or be entitled to ballot at any meeting whatever while his/her subscription is in arrears.
- 13.3 Any member omitting to pay, or part pay his/her subscription by the 30th September in the year in which it is due, shall be held in arrear and shall be excluded from the

privileges of membership. The Committee shall be empowered to post on the Club's notice-board, as a defaulter, the name of any person whose subscription is unpaid at 30th September in the year in which it is due.

- 13.4 No member, whose subscription is in arrear, may take part in games or enjoy the benefits of membership.
- 13.5 The Committee shall have the power to refuse either to grant or renew the membership of any person and shall give to such person such notice of such refusal on or before 31st August in each year.

14. Resignations

Members not sending in their resignations in writing to the Honorary Secretary before the 1st September in any year shall be considered as members for the ensuing year.

15. Infringement Of Rules

- 15.1 It shall be lawful for the Committee to expel from the Club, suspend or otherwise deal with any member who breaks any of the Rules of the Club or conducts himself/herself in a manner which is contrary to the best interest of the Club and such member shall thereupon forfeit all property in the Club.
- 15.2 The Committee shall set up a disciplinary committee who shall call on any member for an explanation of their behaviour and the Committee is authorized in the meantime to suspend any such member from the privileges of membership.
- 15.3 Any member in breach of any of the Club's codes of conduct shall be called upon to explain their behaviour to the disciplinary committee.
- 15.4 A member so expelled by the Committee shall have the right to appeal within 28 days of his/her expulsion.

16. Donations etc.

All donations made to the Club for a specific purpose shall be so applied and all Life Subscriptions shall be either funded or disbursed for the permanent benefit of the Club. In the latter case, special mention of the amount of such disbursement and the purpose to which the same has been applied shall be entered in the minutes of the Committee.

17. Non-Distribution To Members

All surplus income or profits shall be reinvested in the club. No surpluses or assets shall be distributed to members or third parties.

18. Dissolution Of The Club

- 18.1 If the Committee by a two third majority decides, at any time that, on the grounds of expense or otherwise, it is necessary or advisable to dissolve the Club, they shall call a meeting of all members of the Club who have the power to vote. Not less than 21 days' notice – stating the terms of the resolution – shall be given.
- 18.2 If such decision shall be confirmed by a two third majority of those present and voting at such meeting, the Trustees shall have the power to dispose of any assets held by or in the name of the Club.
- 18.3 Upon dissolution of the club, any remaining assets, shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

19. Club Rules

- 19.1 The Rules of the Club shall be printed and posted on the Club notice board.
- 19.2 The current bye-laws and regulations made by the Committee shall also be printed from time-to-time and posted on Club notice-board.
- 19.3 No new rule or alteration to these rules shall be made except by a resolution passed by a two-third majority of those present and voting at a General Meeting and a notice in writing of every proposed alteration or addition shall be transmitted to the Honorary Secretary, posted on Club notice board 14 days previous to General Meeting and laid before the Committee at such meeting.

20. Sale Of Intoxicating Liquor

- 20.1 There shall be printed in a conspicuous part of the Club premises a statement in plain type of the hours during which intoxicating liquor may be supplied on the premises.

The said hours shall be:

- a) Every day, other than Good Friday and Christmas Day – 11.00 am to 11.00 pm or until 1.00 am on the occasions of a late function in the Club House authorized by the Committee, provided that the number of such functions shall not exceed such number as may be permitted by Act of Parliament in any 1 year and that at least 48 hours' notice thereof shall be given to the Sub-Divisional Commander of the PSNI of the sub-division in which the Club is situated and who shall authorize in writing any extensions to the permitted hours.

b) On Good Friday – 5.00 pm to 11.00 pm

c) On Christmas Day (except when same falls on a Sunday) – 12.30 pm to 10.00 pm

20.2 No intoxicating liquor will be supplied on the Club premises except between the above stipulated hours.

20.3 On Good Friday and Christmas Day, the permitted hours shall not exceed 6 hours. The actual hours shall be as determined by the Committee.

21. Supply Of Intoxicating Liquor

No intoxicating liquor shall be supplied for consumption outside the Club premises at any time.

22. Prohibitions

22.1 No person under the age of 18 years shall be permitted to be in any part of the Club premises which contains a bar or is used exclusively or mainly for the supply, consumption or storage of intoxicating liquor after 9.00 pm.

22.2 No intoxicating liquor shall be supplied on the Club premises to any person under the age of 18 years.

22.3 No person under the age of 18 years shall be employed on any part of the premises.

22.4 The Club shall close each night at midnight and all members are to be off the premises at that time save when a function under Rule 19 is taking place.

22.5 Those members who may be assisting in the sale of intoxicating liquor shall be entitled to remain on the premises for such period as necessary to tidy up the premises only.

23. Visitors

23.1 Visitors may be admitted to the Club premises on the introduction of a member over the age of 18. The member shall, immediately on the admission of the visitor to the Club premises, enter his/her name and address and the name and address of the visitor in a book which shall be kept for that purpose and which shall show the date of each visit. A member shall be responsible for his/her visitor strictly observing the Rules and shall not leave the Club premises before his/her visitor and a visitor shall not be supplied intoxicating liquor in the Club premises unless upon the invitation and in the company of a member.

23.2 The Committee shall have the power to make bye-laws for the exclusion or limitation of the number of visitors on any special occasion and the times on which visitors may be introduced to the Club premises.

- 23.3 No member shall, in any circumstances, introduce to the Club premises as a visitor anyone who has been an unsuccessful candidate for membership or whose membership has been suspended or anyone whose reputation or conduct, in the opinion of the Committee, is or has been objectionable.
- 23.4 The same person – except where that person is a parent, husband, wife, partner, or child of a member – shall not be introduced more than 20 times in a 12-month period.
- 23.5 In the case of a team or other body of persons who are members of another Club, Society or Organisation visiting the Club premises for the purpose of taking part in or in the organization of, or arrangements for any pastime, sport, game or recreation on the Club premises, it shall suffice for any official of the Club to enter in the book the name of such visitors. Thereafter on the occasion of that visit, intoxicating liquor may be supplied to such visitors at the request, and in the presence, of any Club official.

24. The Bar

- 24.1 No intoxicating liquor shall be consumed nor be permitted to be consumed in any part of the Club premises, save in the Club-house provided, nor shall any intoxicating liquor be served in any part of the Club premises other than the Club-house, except with the prior permission of the Committee.
- 24.2 Any bar on the Club premises shall be kept closed except during permitted hours.
- 24.3 Only alcohol purchased within the premises shall be consumed on the premises.

25. No Personal Interest

- 25.1 No member of any Committee or no manager or servant employed in the Club shall have any personal interest in the supply of intoxicating liquor therein or in the profits arising from such supply.
- 25.2 No person shall be paid at the expense of the Club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor in the Club.
- 25.3 No person shall, directly or indirectly, derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club or members or guests, apart from any benefit accruing to the Club as a whole.

Verified by:

Chairperson