



Heworth Amateur Rugby League Football Club Rules

[Last updated 10 October 2023]

The Club

1. The name of the club shall be the Heworth Amateur Rugby League Football Club.
2. The club has for its objects the promotion of Rugby League Football, shall be in honorary membership of the Rugby Football League, and shall be members of BARLA, the York and District Amateur Rugby League and Intermediate Union and its successors in title, and/or of such body of similar nature as may be approved by the majority of the members at an Annual General Meeting. The club is registered as a Community Amateur Sports Club.
3. The officers of the club shall consist of a President, Chairperson, Vice-Chairperson, Honorary Secretary, Honorary Youth/Junior Secretary, Honorary Treasurer, Lead Club Welfare Officer and a committee of six, and three trustees (who shall be ex-officio members of the committee). The committee shall have the power to co-opt suitable members, up to the maximum committee membership of six. There should also be a second CWO to support the lead CWO role at the club and manage volumes, numbers and workload.
4. Not less than four weeks prior to the Annual General Meeting a notice will be posted listing all members elected for office at the previous Annual General Meeting and inviting any other full members to stand for any post, providing he or she is proposed and seconded by two other full members of the club. All nominations shall be in the hands of the Honorary Secretary two weeks prior to the Annual General Meeting, nominations will not be accepted after this period unless there are no nominations for a specific post at the two-week deadline. In the event of two or more members standing for the same post, a secret ballot of all full members attending the Annual General Meeting will take place and the person or persons receiving the highest number of votes shall be elected to the post.
5. Members' annual subscriptions shall be such sum or sums as may be determined at the Annual General Meeting, such subscriptions to be paid on signing. Other subscriptions paid on match days shall be submitted to the treasurer and used towards the general running costs of the club. Members paying the appropriate subscription that may be determined by the committee will be entitled to attend all home league fixtures free of charge. For home cup ties members must pay the appropriate admission determined by the committee.
6. The Annual General Meeting shall be held not later than 31st October each year to receive the annual report and balance sheet, to elect officers, to consider any amendments to rules, and to deal with such other business as may be considered relevant.
7. The club colours shall be black and white, and shall be registered as such.
8. All matches shall be played under the laws of the Rugby Football League and/or any other affiliated leagues to which the club is in membership.

The President

9. The President shall be elected at the Annual General Meeting. He or she may preside over all meetings of the club and the full committee. Should there be an equal number of votes on any question, he or she shall have a second and casting vote. He or she shall ex-officio be a member of all sub-committees, but shall not necessarily be Chairman or Chairwoman thereof.

Vice-Presidents

10. Individuals will be entitled to be Vice-Presidents when making a donation of not less than £25. Vice Presidents will be entitled to full membership rights. They shall not ex-officio sit on either the full committee or any sub-committee, but may be elected members of either at the Annual General Meeting.

The Chairperson

11. He or she shall be elected at the Annual General Meeting. He or she shall ex-officio be a member of all committees and sub-committees. In the absence of the President he or she shall preside over the full committee meetings, and shall have a second and casting vote in the event of an equal vote on any question.

Honorary Secretary

12. The Honorary Secretary shall be elected at the Annual General Meeting.

13. All communications relating to matches, referees, touch judges, registrations and all other matters connected with the club shall be addressed to the Honorary Secretary, who shall conduct all correspondence, unless any part of the foregoing is delegated to any other official by the committee.

14. The Honorary Secretary shall convene a special general meeting at the discretion of the committee, or at any time on receiving a requisition signed by not less than 25 full members.

15. The notice of any amendment or alteration to the rules, with the names of the proposer and seconder, shall be given in writing to the Honorary Secretary not less than 14 days before the date fixed for the Annual General Meeting, or special general meeting called for the purpose of amending or altering rules. Notice of any such amendment or alteration shall be circulated by the Honorary Secretary to full members at least seven days before the said meeting.

16. He or she shall ex-officio be a member of the full committee.

Honorary Youth and Junior Secretary

17. The Honorary Youth/Junior Secretary shall be elected at the Annual General Meeting.

18. The Honorary Youth/Junior Secretary will conduct all communications relating to matches played at under 18 level and below. Duties will include the organisation of referees, touch judges, and player registrations, unless any part of the foregoing is delegated to any other official by the committee. He or she will liaise at all times with the Honorary Secretary.

19. He or she shall ex-officio be a member of the full committee.

Honorary Treasurer

20. He or she shall be elected at the Annual General Meeting and shall ex-officio be a member of the full committee and any sub committee charged with matters of finance.

21. He or she shall receive all subscriptions and monies accruing to the club, and shall make all payments directed on behalf of the club, and shall keep proper accounts of the same. Such accounts shall be audited each year at the discretion of the committee.

Lead Club Welfare Officer

22. The Lead Club Welfare Officer shall be elected at the Annual General Meeting.

23. The Lead CWO will act as first point of contact for coaches, parents or children who may have concerns.

He or She will ensure any concerns that are reported to them will be acted upon in confidence and immediately and, if required, should be reported to the RFL so the RFL can decide an appropriate course of action.

The Committee

24. The committee shall consist of seven full members irrespective of ex-officio members, who shall be elected at the Annual General Meeting. Power to co-opt is limited so that the total membership of the committee, not including ex-officio members, shall not exceed seven.

25. The committee shall meet on a monthly basis. At its first meeting after election the committee shall appoint such sub-committees as it may think fit and define their duties. At the same meeting it shall decide what number shall comprise a quorum, and shall appoint such coaches and assistant officials as it deems desirable.

26. The committee shall be responsible for the direction of the club's affairs, and all complaints shall be heard by not less than two committee members. No member of the committee concerned in any such complaint shall take part in the decision thereon. Any member dissatisfied with the decision of the committee shall have the right to request a

review of the decision by two different committee members or trustees. If the review makes a different finding this will be considered by the full committee who will then make a decision on the final outcome.

The Trustees

27. All assets of the club are vested in the trustees. The trustees shall have the power to apply for loans on behalf of the club. Applications for financial grants or loans must have the consent of the trustees. The trustees shall be ex-officio members of all committees and sub-committees. When a vacancy exists, the remaining trustees shall invite someone with a common interest in the affairs of the club to join them. In the event of a dissolution or winding up of the club, or the club not fielding a team for five years or more the trustees have the power to dispose of the club assets and property and to apply those assets and property for approved sporting or charitable purposes including in particular:

- a) the purposes of the sport's governing body for use in related community sport and/or;
- b) the purposes of another community amateur sports club and/or;
- c) the purposes of a registered charity.

The Clubhouse

28. The clubhouse is for all members and their guests who wish to participate in all the club's sporting and social activities.

29. Until a candidate is elected as a member he or she shall not be entitled to any privileges of the club.

30. Every candidate for family and social membership shall on payment of the subscription be entitled to use the club's facilities providing they abide by the constitution of the club. They shall have no voting rights at the annual general meeting.

Membership

31. Membership shall be at the sole discretion of the committee, but membership cannot and will not be refused on the grounds of discrimination either direct or indirect and this includes in particular:

- (i) discrimination on the grounds of ethnicity, nationality, sexual orientation, religion or belief and;
- (ii) discrimination on the grounds of sex, age or disability except as a necessary consequence of the requirements of playing rugby league (but this shall not apply to non-playing members of the club);
- (iii) Under the rules of the club persons may not—
 - (a) be admitted to membership, or
 - (b) be admitted, as candidates for membership, to any of the privileges of membership, without an interval of at least two days between their nomination or application for membership and their admission.
- (iv) Condition 2 is that under the rules of the club persons becoming members without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.
- (v) the above shall not prevent the club from having (if it so decides) different classes of membership depending on:
 - a) the age of the member;
 - b) whether the member is a student;
 - c) whether the member is waged or unwaged;
 - d) whether the member is a playing or non-playing member;
 - e) how far from the club the member lives or;
 - f) any restriction on the days or times when the member has access to the club's facilities.

32. The management of the club shall be entrusted to the officials and committee who shall be elected at the Annual General Meeting.

33. All persons under the age of 18 years will not be allowed to purchase or consume intoxicating liquor on the club's premises or grounds.

34. Every member shall pay by the 31st of March each year (or by Direct Debit arranged by the 31st March) such subscriptions as are determined at the Annual General Meeting, provided that any persons admitted to membership after the 30th September in any year shall pay one-half only of the subscription which would otherwise be due in respect of such part year.

- a) Life Member – a person invited by the trustees as recognition of services provided to the club over a period of time. They shall be entitled to full voting rights and use of all the club's facilities;
- b) Full Member – a person who has been accepted by the committee as having the best interests of the club at heart and on payment of the annual subscription shall have full voting rights and use of the club's facilities;
- c) Family Member – the parents/guardians of junior players who on payment of the annual subscription will be entitled to use the club's facilities. They shall have no voting rights;
- d) Social Member – a person who on payment of the annual subscription be entitled to use the club's facilities. They shall have no voting rights;
- e) Full Playing Member – a person who shall be eligible to play in the Open Age on the 1 March of the playing season. On payment of the annual subscription they shall be entitled to full voting rights, use of the club's facilities and play in any team for which they are eligible;
- f) Youth/Junior Playing Member – a person who has not reached the age of 18 by 1 March of the playing season. On payment of the annual subscription they shall have use of the club's facilities (whilst adhering to any age restrictions imposed on gym access) and play in any team for which they are eligible, but will have no voting rights.

35. Subscriptions and membership fees will be set at the Annual General Meeting for the following season.

36. No person shall at any time be entitled to receive at the expense of the club or any member thereof any commission percentage or similar payment on or with reference to purchases of intoxicating liquor by the club, nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the club to members or guests apart from any benefit accruing to the club as a whole and apart also from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to the general gain from and carrying on of the club.

37. The purchase for the club and the supply by the club of intoxicating liquor shall be in the absolute discretion of the committee. The committee shall in no way be restricted in freedom of purchase.

38. The following persons may be admitted to the club's registered premises (other than members and their guests) and intoxicating liquor may be sold to such persons by or on behalf of the club for consumption on the premises and not elsewhere:

- a) visitors who are members or supporters of a team engaged in any sporting or similar fixture sponsored by or under the aegis of the club on the day of such fixture;
- b) visitors who are members of any other club having the same or similar objects and to whom a general invitation has been extended by or on behalf of the club to a specific social function on the occasion of such function;
- c) members of the club, may at the discretion of the committee, utilise the club facilities for their own use and invite not more than 120 (one-hundred and twenty) guests. This facility is limited to not more than fifteen applications per year;
- d) other than 36(c) above, a member may not introduce more than two guests at any one time and the names of the guests must be entered in the club visitors book.

39. No money or property of the club or any gain arising from the carrying on of the club shall be applied other than for the benefit of the club.

40. All members are expected to conduct themselves in a proper and orderly manner at all times both on and off the club premises.

41. The committee shall have the power to expel any member who shall offend against the rules of the club or whose conduct shall in the opinion of the committee have the potential to bring the club into disrepute, is unacceptable towards other members, volunteers or visitors to the club,

or shall in any other way render him or her unfit for membership of the club. Before any such member is expelled the Honorary Secretary shall give him or her seven days written notice to attend a meeting with not less than two representatives of the committee and shall inform him or her of the complaints made. Membership, use of club facilities and ability to attend club events may be suspended in lieu of the meeting outcome. No member shall be expelled without first having the opportunity of appearing before a minimum of two members of the committee and answering complaints made against him or her, nor unless at least two-thirds of the committee then present a vote in favour of his or her expulsion.

General

42. All members are expected to assist the committee at all times in the general upkeep of the club, club premises and ground.

41. All playing members must provide their own training kit.

43. The coach and his or her staff shall be solely responsible for training. No player shall be selected unless he or she has attended at least one training session a week or can give proof of fitness and/or cause for absence.

44. The club will provide mandatory insurance cover as directed by the Rugby Football League. Any other insurance cover will be arranged at the discretion of the elected committee and be only available to fully paid-up playing members aged 18 years or above on 1 March at the beginning of the playing season. Any claim must be notified to the honorary treasurer within seven days of the incident, he or she will inform the claimant of the correct procedures to be followed and medical certificated to substantiate any claim must be provided by the player at their own expense.

45. Any other matter shall be dealt with at the committee's discretion.

46. The club will take all reasonable and legal measures to ensure the sale and consumption of alcohol on premises is only to persons of legal age (over 18)

47. The club will operate within standard licensing hours and will ensure no Under 16s are on the premises beyond 22:00 when the bar is open.

Voting

48. Only members with full voting rights, Vice Presidents and the officers of the club shall be entitled to vote at the Annual General Meeting.