



CLUB CONSTITUTION

Cambourne Exiles Rugby Football Club : www.cambourneexiles.com
(agreed at the 2016 AGM)

1 - Name

The Club will be called **CAMBOURNE EXILES** and will be affiliated to Eastern Counties Rugby Union and The Rugby Football Union.

2 - Aims and Objectives

The aims and objectives of the Club will be

- To offer coaching and competitive opportunities in RUGBY
- To promote the Club with in the local community
- To ensure a duty of care to all members of the Club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment

3 - Membership

Membership should consist of officers and members of the Club. All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted.

Members will be enrolled in one of the following categories:

- Player
- Associate Member
- Life Member (Honorary; proposed and agreed by the club officers)

Paid and properly registered members shall eligible to vote at the Annual General Meeting and Extraordinary General Meetings.

4 - Membership Fees

Membership fees will be set annually and agreed at the Annual General Meeting. Fees will be in accordance with the class of membership.

5 - Officers of the Club

The Officers of the Club will be

- Chair
- Honorary Secretary
- Treasurer
- Fixtures Secretary

Officers will be elected annually at the Annual General Meeting. All Officers will retire each year but will be eligible for re-appointment. Officers wishing to resign from their position, will do so in writing, seek a replacement and will remain in post until a replacement is voted in at an Annual General Meeting or Extraordinary General Meeting.

6 - Committee

The Club will be managed through the Executive Committee consisting of *Chair, Honorary Secretary, Treasurer and Fixtures Secretary*. Only these posts will have the right to vote at meetings of the Executive Committee.

The Executive Committee will be convened by the Secretary of the Club and hold no less than six meetings per year.

The quorum required for business to be agreed at Executive Committee meetings will be three.

The Executive Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Club.

The Executive Committee will have powers to appoint sub-committees as necessary and appoint advisors to the Executive Committee as necessary to fulfil its business.

The Executive Committee will be responsible for disciplinary hearings of members who infringe the Club rules / regulations / constitution. The Executive Committee will be responsible for taking any action of suspension or discipline following such hearings.

7 - Finance

All Club monies will be banked in accounts held in the name of the Club. The Club Treasurer will be responsible for the finances of the Club. The financial year of the Club will end on 30th April.

A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against Club funds should hold the signatures of the Treasurer and/or one other officer, according to the regulations of the account.

8 - Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 days clear notice will be given to all members.

The AGM will receive a report from officers of the Executive Committee and a statement of the audited accounts

Nominations for officers of the Executive Committee will be sent to the secretary prior to the AGM.

Election of officers is to take place at the AGM.

All members have a right to vote at the AGM.

The quorum for AGMs will be 5 members.

The Executive Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9 - Discipline and Appeals

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Executive Committee will meet to hear complaints within 30 days of a complaint being lodged. The Executive Committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of the disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 30 days of the hearing.

There will be the right of appeal to the Executive Committee following the disciplinary action being announced. The Executive Committee should consider the appeal with 30 days of the Secretary receiving the appeal.

10 - Dissolution.

A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Cambridgeshire RFU and Eastern Counties Rugby Union, in equal share.

11 - Distribution of Assets by way of Reconstruction

A proposal that the Club distribute its assets by way of a scheme of reconstruction or otherwise transfers them to a limited company with similar objectives to the Club and then dissolve, shall be passed if supported by two thirds or more of those members present and voting at an annual or extraordinary general meeting.

12 - Amendments to the Constitution

The constitution can only be changed through agreement by majority vote at an AGM or EGM.

13 - Declaration

CAMBOURNE EXILES hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.