

Constitution of Banbridge Hockey Club

This constitution is the set of principles and rules by which Banbridge Hockey Club is organised and governed. This constitution applies through the full spectrum of membership categories from Hockey Tots through to Senior Hockey. This constitution is updated from the previous constitution (21 June 2018).

1. Name

The club is called Banbridge Hockey Club (The Club) and will be affiliated to Ulster Hockey (UH), Hockey Ireland (HI), European Hockey Federation (EHF) and Federation of International Hockey (FIH).

The Club's registered address is:-
Havelock Park, Lurgan Road, Banbridge BT32 4LU

The Club colours are red, yellow and black.

2. Aims and objectives

The aim and objectives of The Club are:

2.1 Aim

The Club will strive to be engaged in the community to offer, develop and promote the game of hockey throughout the community with equal access for all ages and abilities.

2.2 Objectives

- To promote the game of hockey at local, national and international level and take part in competitions and tournaments arranged by FIH, EHF, HI or UH, or in such other matches as may be arranged or approved by the Club.
- To offer coaching and competitive opportunities to all players with aspiration to play at their greatest potential regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status
- To manage the club facilities in a sustainable manner
- To ensure a duty of care to all members of the Club

3. Positions within The Club

1. The President, Chair, Vice Chair (for 1 year only 2023-24 season) and Executive Committee will be proposed and seconded by a Full, Life or Honorary Member.

3.1 President

The President will be elected at the AGM and will serve for a 2 year period. Where possible the President will alternate between members. The President will have no voting rights at Executive committee meetings The President will be a Full, Life or Honorary member and will have paid full membership fees where applicable.

3.2 Officers of the Executive

An Executive Committee will manage the governance and daily management of the Club and will be made up of the following posts:

2. Chair
3. Vice Chair (for 1 year only 2023-24 season)
4. Honorary Secretary
5. Honorary Treasurer
6. Junior Hockey Convenor
7. Senior Hockey Convenor
8. Bar Convenor
9. Grounds Convenor
10. Facilities Convenor
11. Digital Media, Communication and Public Relations Convenor
12. Strategic Development Convenor
13. Fundraiser Convenor

In addition, at the AGM or at any other time, the Executive Committee will have the authority to co-opt 5 other Executive Committee members from Full, Life and Honorary members. The co-optees will stand down at the next AGM but will be eligible for re-election.

Executive Committee members will be elected bi-annually at AGM. Candidates must be chosen from Full, Life or Honorary members. In the event of more than one candidate for a role, a vote will be taken and be decided by a simple majority with the Chair having a casting vote.

At each Annual General Meeting members of the Executive Committee, who have served 2 years must stand down but are eligible for re-election.

The Chair will be elected at the AGM and serve for a 2 year period with an optional extension as agreed with the Club for a further year. The Chair would be permitted to stand again as the incoming Chair.

4. Membership

All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations and the Ulster Hockey and Hockey Ireland codes put in place by the Executive Committee.

Membership of the club will be in one of the following categories:

1. Full members
2. Life members
3. Honorary members
4. School members
5. Overseas members
6. Associate members
7. Student members
8. Junior members

- Full members are persons over 18 years of age on the due date for fees of 30th September whose membership has been accepted by the Executive Committee. They have full voting rights. The Executive Committee may define sub categories of full membership as required.
- Life members are persons who have purchased Full Membership for life according to the fee put in place by the Executive Committee. They will be able to play and have full voting rights.
- Honorary members are persons who have had Full Membership bestowed on them by the Executive Committee due to sporting achievements or gainful activities to the club. The President, Chair, Secretary, and Treasurer positions are deemed Honorary.
- School members are persons of 15 years or of age equal to or less than 18 years on 1st July preceding the season, and are in full-time/part-time education. They are eligible to play Senior Hockey. They have no voting rights.
- Student members are persons involved in full time tertiary education and hold a valid Student Card. They have full voting rights.
- Overseas members are persons whose normal place of residence is outside both the Republic of Ireland and Northern Ireland. They have no voting rights. Eligibility for this category will be decided by the Executive Committee. This category of membership enables the person to play hockey for the club, provided appropriate membership fees have been paid.
- Associate members are persons of 18 years or over and are not eligible to play any hockey. They have no voting rights.

- Junior members are persons aged 14 and under on 30th June preceding the season. They have no voting rights.
- The suitability of new applications for membership shall be decided by the Executive Committee.
- A list of all members and their contact details is to be held in accordance with relevant GDPR regulations.

5. Membership Categories

Membership fees will be decided annually by the Executive Committee and agreed at the Annual General Meeting.

- Fees will be paid annually or by monthly subscription.
- Members who have not fully paid outstanding fees will not be eligible to play after 30th September of that playing season. Those paying by monthly subscription must have made the first payment by this date.
- Membership records and collection of subscriptions shall be the responsibility of the Honorary Treasurer.

6. Trustees

There must be a minimum of 3 and a maximum of 8 Trustees of the Club. They are to be appointed by the members of the club at an AGM and may be removed either by the Executive Committee or by a resolution at an AGM or an EGM.

- Trustees shall be indemnified against risk and expense arising from Club operations or dissolution.
- Trustees may not be members of the Executive Committee and will be deemed Honorary members for the duration of their Trusteeship.
- Trustees may attend any meeting of the Executive Committee or other elected sub-committees but will have no voting rights.
- Trustees have full voting rights at the AGM.
- The Trustees hold office until death or resignation or until removed from office.

7. Finance

- All club monies will be banked in accounts held in the name of the Club.
- The Honorary Treasurer will be responsible for the finances of the club and will pay all accounts approved by the Executive Committee.

- The Honorary Treasurer will report on accounts to the Executive Committee at the monthly meetings.
- The financial year will end on 31st March of each year.
- An audited statement of annual accounts will be presented by the Honorary Treasurer at the Annual General Meeting.
- Any payments drawn against club funds should have the authorisation of two signatures for the club account.

8. Meetings

8.1 Executive Committee Meetings

- The Executive Committee will be made up of suitable committed members and will meet every month on the first Tuesday of the month at 7.30pm unless otherwise agreed at the previous meeting. The business of the meeting will be conducted under the guidance of the Chair.
- Seven members shall constitute a quorum for the Executive Committee Meeting.
- Suitable minutes of all meetings are to be kept in accordance with the appropriate regulations. Details of action points, timeframes and resolutions agreed are to be recorded. This and correspondence will be the responsibility of the Honorary Secretary.
- The agenda and minutes will be circulated 7 days in advance of the monthly meeting. Executive Committee members reports must be full and complete and circulated 2 days in advance of the meeting.
- Executive Committee members who have not attended at least 7 meetings in the year will not be eligible for re-election in the following year. Virtual attendance is acceptable. Apologies does not constitute attendance.
- The Executive Committee has the right to seek expertise on the interpretation of the rules however the Executive Committee is the sole authority for the decision of all rules pertaining to the Club.
- The Executive Committee may appoint sub-committees for projects or events when required

8.2 Annual General Meetings (AGM)

- An AGM shall be held each year, normally before the end of June.

- Notice of an AGM will be given to all Club members by the Honorary Secretary 21 days before the meeting date.
- Any member who proposes a resolution to the AGM must submit it to the Honorary Secretary 14 days before the meeting date. Amendments to any resolution must be received 7 days prior to the meeting unless otherwise agreed by the Executive Committee.
- Any AGM should be conducted by the Chair or, in their absence, the Honorary Secretary.
- The AGM will receive a report from officers along with a balance sheet and a statement of the audited accounts from the Executive Committee.
- At the AGM, the subscriptions for Club membership will be agreed and an auditor will be appointed for the ensuing year.
- Election of the Club office bearers and Executive Committee members for the incoming year are to take place at the AGM.
- All Full, Honorary and Life members have the right to vote at the AGM. Voting will be by simple majority.
- The quorum for an AGM will be 15.

8.3 Extraordinary General Meetings (EGM)

- The Executive Committee may call an EGM and due notice of it's date will be given to all Club members by the Honorary Secretary no less than 14 days before the meeting.
- An EGM may also be called following a request from 15 Full Club members. The resolution being proposed at the meeting must accompany this request no less than 14 days before the meeting set by the Executive Committee.
- The agenda will be circulated by the Honorary Secretary to all members 7 clear days before the meeting date as set by the Executive Committee which will be no later than 14 days from either the Executive Committee or 15 Full Club members request.
- Any EGM should be conducted by the Chair or, in their absence, the Honorary Secretary.
- The quorum for an EGM will be 15.

9. Discipline of members

- The Executive Committee shall make and amend the rules of behaviour and discipline as listed in Appendix 1.

10. Guests

- Guests may be introduced to the Club by members. The guests must be signed in and shall remain the responsibility of the member at all times.

11. Dissolution

- A resolution to dissolve the Club can only be passed at an AGM or EGM, arranged according to the rules, through a majority vote of the Full, Honorary and Life members present.
- In the event of dissolution, any assets of the club that remain following settlement of all outstanding accounts will be transferred or passed to the sport's governing body. No transfer of assets will be considered in any other event.

14. Employees

- The Executive Committee may appoint, pay and dismiss employees as it deems necessary subject always to the provisions of the Employment Rights (NI) Order 1996 and any amendment thereto, and to the general law.

15. Borrowing powers

- If at any time the Club in a General Meeting passes a resolution authorising the Executive Committee to borrow money:
 - the Executive Committee may borrow for the purposes of the Club the amount of money (either at one time or from time to time) and at the rate of interest, in the form and manner and upon the security specified in the resolution;

and;

 - the Trustees must at the direction of the Executive Committee make any disposition of the Club property or any part of it and enter into any agreement in relation to the Club property as the Executive Committee thinks proper to give security for the loan and interest.

- Every member of the Club, whether they vote on a resolution authorising borrowing or not, and everyone becoming a member of the Club after the passing of such a resolution, is deemed to have assented to the resolution as if they had voted in favour of it.
- Until any resolution is passed that supersedes this power, the Executive Committee may borrow up to the sum of £150,000.

16. Permitted hours

- The permitted hours for the supply of intoxicating liquor in the Club are as provided by the Registration of Clubs (NI) Order 1996 and may be varied from time to time by the Executive Committee in accordance with the statutory provisions for the time being in force.

17. Supply of liquor

- Intoxicating liquor may be supplied to members and their guests for consumption on the Club premises.
- Intoxicating liquor may not be supplied for consumption off the Club premises.


18. Amendments to the constitution

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

19. Declaration

- Banbridge Hockey Club hereby adopts and accepts this constitution as the basis for operating the club.

Signed:



Date: 16.8.2023

Name:

Position: Chair

Signed:



Date: 16.8.2023.

Name:

Position: Honorary Secretary