



# Dudley Kingswinford Rugby Football Club

Heathbrook, Swindon Rd, Wall Heath, Kingswinford, West Midlands, DY6 0AW  
Tel: 01384 287006 Email: admin@dk-rugby.co.uk www.dkrugby.co.uk



Accredited Club

## Dudley Kingswinford Rugby Football Club Rules

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## 1) Club Name:

The Club shall be called **Dudley Kingswinford Rugby Football Club**

## 2) Objective and purpose:

- i) The Club is formed to provide for the members and wider community a sports ground and Clubhouse with adequate changing facilities and social space, for all including other sports associated with the community. To arrange matches and social activities for members.
- ii) To promote and uphold the game's core values namely teamwork, respect, enjoyment, discipline and sportsmanship and to promote participation of the whole community in the sport of Rugby.

## 3) Affiliation

The club shall be affiliated to and play under the laws of the Rugby Football Union (RFU)

All other sports clubs should also be part of and registered under their own affiliation and this should be evidenced and rules in place for them.

## 4) Membership

No person shall become a member of the club unless:

That person has completed an application for membership in a form validated by the committee

For avoidance of doubt membership is open to all without discrimination and may only be refused where admission to membership would be contrary to the best interests of the sport or the good conduct and interests of the Club and no person shall be denied membership of the Club on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs. A person may appeal against such decision by notifying the Committee who shall put the matter to a general meeting for it to be decided by a majority vote of the members present and voting at such meeting.

A register of members will be kept up to date by the current committee.

Annual membership cost shall be determined from time to time by the Committee and be set at a level which allows community participation.

The financial year of the Club shall be from the 1st May to the 30th April in any year.



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Membership subs shall be due on 1st May in every year and all are to be paid before the 30<sup>th</sup> September in that year to allow the collection of subs from the Youth Section of the club.

No player will be allowed to participate in any game without club membership and payment of their subs. Should subs remain outstanding for longer than 3 months after the due date of 30<sup>th</sup> September that at the Committee's discretion, that member could have their membership terminated, without any refund of subs already paid.

Once subs are paid refunds will not be issued unless extreme circumstances exist which need to be raised and sanctioned at management

## 5 Structure

### i) Election of officers

The entire management of the Club shall be managed by a Management Committee the members of which shall be elected by the members of the Club at the AGM held each year, job profiles to be made available for all voluntary roles on the committee.

ii) The Committee shall consist of the President, the Chairman, the Secretary, the Treasurer, the Membership Secretary, the Bar Chairman, the House and Ground Committee Chairman, the Fund-Raising Committee Chairman and 4 other members. Only one person is entitled to hold any one position.

Other affiliated clubs can be invited to join management by being co-opted and a lead representative attends.

The club safeguarding officer will also be co-opted to this committee

iii) One half of the 4 elected members mentioned above of the Committee shall retire annually in rotation and shall be eligible for re-election.

iv) Only members shall be entitled to vote at General Meetings.

v) Only members entitled to vote at General Meetings shall be eligible for election and an officer or to the Committee (if nominated) and shall be entitled to nominate of the Club for election as an officer or to the committee.

vi) If any member of the Committee vacates his/her office the Committee may appoint any member to fill the vacancy for the remainder of the term of the member creating the vacancy.

The election of the Officers and members of the Committee shall take place in the following manner:



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vii) Any two members of the Club shall be at liberty to nominate a member as an Officer or to serve on the Committee. No member can be nominated for office without his/her prior consent.

viii) A nomination list shall be affixed to the Notice Board of the club 14 days at least before the

Annual General Meeting. Balloting Lists if necessary shall be prepared containing the names of the candidates only and each member personally present at the Annual General meeting shall be entitled to vote for any number of such candidates not exceeding the number of vacancies. In case there shall not be a sufficient number of candidates nominated the Committee shall fill up the remaining vacancies. All decisions should be documented in minutes, to be approved and signed to confirm approval by at least 2 committee members in attendance at the time.

If two or more candidates obtain an equal number of votes the Committee shall select by lot from such candidate the candidates who are to be members of the Committee.

## 6) Management

i) Meetings will take place on the last Thursday of the month and will meet at least ten times per year.

ii) At management meetings 4 shall form a quorum.

iii) At the meetings the Chairman if present will preside in their absence the President will preside and shall have the casting vote in the event of equality of votes.

iv) The committee has the power to make changes (byelaws) in relation to regulating the conduct and affairs of the club providing they are not inconsistent with these rules. Any change should be published and are binding for all members, they also should be added as an appendix to the rules.

v) The rules should be reviewed annually ahead of the AGM and the Secretary to update and record /store accordingly.

vi) Attendance book to be kept and minutes taken and issued to committee and Trustees, they should also be available to the membership at any time if required.

## 7) Trustees

There shall be not more than 6 nor less than 2 Trustees and the property of the Club (other than cash which shall be under the control of the Treasurer) shall be vested in them and shall be dealt with by them as the Committee shall from time to time direct by resolution (of which an entry in the Minute Book shall be conclusive evidence). The Trustees shall be indemnified against risk and expense out of the club property. The Trustees shall hold office until death or resignation or until removed from office by a majority resolution of the Committee who may for any reason which may seem sufficient to a majority (3 or more) of them present and voting at any meeting remove any Trustee or Trustees from the office of Trustee. If by reason of any such death, resignation or removal it shall appear necessary to the Committee that a new Trustee



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or Trustees shall be appointed or if the Committee shall deem it expedient to appoint an additional Trustee or Trustees the Committee shall by resolution nominate the person or persons to be appointed the new Trustee or Trustees. For the purpose of giving effect to such nomination the President is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and he shall by Deed duly appoint the person or persons so nominated by the Committee as the new Trustee or Trustees of the Club and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such Deed of Appointment shall in favour of a person dealing bona fide and for value with the Club or the committee be conclusive evidence of the fact so stated.

The Trustees shall be elected by the Club in General meeting and shall hold office until death or resignation, unless removed from office by a resolution passed at a General meeting and shall be ex-officio members of the General Committee.

They shall deal with the property of the Club as directed by resolution of the General Committee (of which an entry in the minute book shall be conclusive evidence) and they shall be indemnified against risk and expenses out of the Club property. In the event of a majority of the Trustees disagreeing with a direction of the General Committee the matter shall be submitted to the decision of a General Meeting, to be called by the Hon. Secretary on the request of such Trustees.

## 8 AGM SGM

A General Meeting of the Club shall be held every year not later than 30th July but not more than 16 months shall elapse between each meeting to transact the following business.

- i) To receive and, if approved, to adopt a statement of the Club accounts to the end of the preceding financial year.
- ii) To consider, and if approved, sanction and duly made alteration of the rules.
- iii) To appoint the officers and other members of the Committee.
- iv) To appoint an auditor or auditors.
- v) To deal with any special matter which the Committee desire to bring before the meeting and to receive suggestions from the members for consideration by the Committee.



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Notice convening the General Meeting shall be sent to the members entitled to attend and vote not less than 21 days before the meeting, and shall specify the matters to be dealt with.

A Special General Meeting may be convened at any time by the Committee and shall be convened with 21 days from the receipt of the requisition in writing, signed by not less than 15 members, or one fifth of the members entitled to vote, whichever number shall be the lesser specifying the object of the meeting for any of the following purposes:

- i) To consider, and, if approved, sanction any duly made alteration of the rules.
- ii) To receive the resignation of the Committee or to remove any member of members Thereof from office and to fill any vacancy or vacancies caused thereby.
- iii) To deal with any special matter which members requiring the meeting may desire to place before the Club.

**Notice convening a Special General Meeting shall be sent to members entitled to attend and vote not less than 14 days before the meeting and shall specify the matters to be dealt with.**

**AGM and SGM require 15 to form a quorum.**

All paid up members over 18 years old are entitled to vote - If more than one parent have membership through a youth player if a vote of members is required only one can cast a vote.

## 9) Finance and appointment of auditors

The treasurer is responsible for maintaining and reporting the financial position of the club to both Management on a regular basis, and also the membership if required.

The independent auditors will be appointed at the AGM

### 10) Policies –

- i) Disciplinary playing
- ii) Disciplinary member
- iii) Media Policy
- iv) Safeguarding / H&S etc

## 11) Job Profiles for volunteers

## 12) Licensing

Subject to such restrictions as may be imposed from time to time by the Committee in any Regulations: The Ground shall be open during such hours as the Committee may decide and intoxicating liquor shall be supplied during such hours as may be fixed by the Committee (having due regard to the permitted hours within the licensing district in which the Ground is situated) and notified to the Police and also to the Clerk to the Licensing Justices as required by law, but the Committee shall have power to close the



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Ground or any part thereof and / or to reduce the hours of supply of intoxicating liquor from time to time on affixing notice thereof on the Club's notice board.

Members may introduce and entertain guests at the Ground.

Provision is hereby made for the admission to any premises on the Ground in respect of which the Club is registered under the Licensing Act 1964 (or any statutory modification or re-enactment thereof) of persons other than Members or their guests and for the sale of intoxicating liquor to them by or on behalf of the Club for consumption on such premises.

Intoxicating liquor shall be supplied on the Club Premises to members and guests above the Governments' current minimum legal age for the consumption of intoxicating liquor (at present 18 years of age) during the following hours: Monday-Saturday 9am to 1am Sunday [ ] Christmas [ ] Good Friday [ ]

### 13) Winding up

The Club may be wound up by an AGM which will need a 75% vote in favour of the motion to wind up the Club. No other business may be transacted at an AGM called to wind up the Club. A quorum of four members is therefore necessary.

If upon the winding up or dissolution of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following sporting or charitable bodies (i) the RFU for use in community related initiatives for the Game; (ii) another registered community amateur sports club for the Game; or (iii) a charitable organisation [for the Game].



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