



CONSTITUTION

1. Name

The club will be called Farnham and Guildford Octopush Club and will be affiliated to the British Octopush Association.

2. Aims and objectives

The aims and objectives of the club will be:

- To promote the amateur sport of *Underwater Hockey*.
- To offer coaching and competitive opportunities in *Underwater Hockey*.
- To promote participation in the club within 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.

To ensure that these aims & objectives are adhered too, the club will adopt and implement the *British Octopush Association's* Child Protection Policy and Equity Policy, and any future versions of these policies.

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.

- Full member
- Associate member
- Junior member



Club membership is open to anyone interested in the sport, as stated within the club's Equity Policy; however limitation of membership according to available facilities on a non-discriminatory basis is acceptable.

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. Any such person who is refused membership on these grounds can appeal the decision in line with the Club's Appeals Process.

4. Membership fees

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.

Fees will be paid: annually in September and by weekly subscription.

5. Officers of the club

The officers of the club will be:

- Chair
- Honorary Secretary
- Treasurer
- Coach
- Junior Coach
- Equipment Officer
- Social Officer
- Any other relevant position as determined by the Committee.

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

6. Committee

The club will be managed through the Management Committee consisting of the club officers.



Only the posts identified above will have the right to vote at meetings of the Management Committee.

The Management Committee shall consist of at least 3 and not more than 8 members (including officers).

The Management Committee will be convened by the Secretary of the club and held no less than 1 per year.

The quorum required for business to be agreed at Management Committee meetings will be: 4

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

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

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

7. Finance

All club monies will be banked in an account 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: *31st Jan.*

An audited 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 plus up to two other officers.



8. Annual General Meetings

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

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

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 8 members present or 25% of the total membership, whichever is greater.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside of the AGM. An EGM shall be called by the Secretary within 14 days of a request to that effect from the Committee or on the written request of not less than 3 members signed by them. Such EGM shall be held with between 14 and 21 days' notice at a place decided upon by the Committee or in default by the Chair.

9. Discipline and Appeals

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

The Management Committee will convene to review complaints within 10 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership, and to reject membership applications.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 5 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the



appeal within 10 days of the Secretary receiving the appeal. The Committee's decision will be final.

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 *British Octopush Association* or to another Club with similar sports purposes which is either a registered charity or is a registered CASC (Community Amateur Sports Club).

11. Amendments to the Constitution

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

12. Declaration

Farnham and Guildford Octopush Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE: 6/1/2009

NAME: GAVIN CALLINGHAM

POSITION: Club Chair

SIGNED:

DATE:

6/1/2009

NAME: J CASSIDY

POSITION: Club Secretary