

Mansfield Hockey Club – Constitution

1. NAME

- 1.1. The Club shall be called Mansfield Hockey Club (Hereinafter referred to as the Club, Mansfield HC or MHC) and it shall seek affiliation to and be bound by the rules pertained in this constitution and of the Midlands Region Hockey Association (MRHA) & England Hockey (EH) Association.

2. MISSION STATEMENT

- 2.1. The Club promote and provide playing opportunities to individuals at all abilities and ages and to enhance the sporting experience of club members. The club operate an open policy regarding all members, volunteers, coaches and umpires without discrimination to any individual. Mansfield Hockey Club are committed to providing the best possible environment for our players, umpires and coaches to reach their maximum sporting and social potential through excellence in coaching and support networks The Club and members take pride in their core ethics and promote continuing organic growth in the local community.

3. MEMBERSHIP

- 3.1. The membership shall consist of the following categories:
 - 3.1.1. Senior Member
 - 3.1.2. Junior Member
- 3.2. Members in each category shall pay Membership fees & match / pitch fees as fixed at each Annual General Meeting.
- 3.3. All members joining the Club shall be deemed to accept the terms of this Constitution and any Bye-laws from time to time adopted by the Club, in particular without prejudice to the foregoing generality, the requirement to conduct themselves in accordance with the Club's ethical framework and the bye-laws as to discipline set out therein.

4. MANAGEMENT

- 4.1 The affairs of the Club shall be conducted by a Committee which shall consist of the Officers of the Club, all of whom shall be elected at the Annual General Meeting.
- 4.2 The committee positions of the Club shall be elected into the following executive positions for the running of the club:
 - 4.2.1 President (Non-Elect Role)
 - 4.2.2 Vice President/s (Non-Elect Honorary Position)
 - 4.2.3 The Chairman
 - 4.2.4 Treasurer
 - 4.2.5 Secretary
 - 4.2.6 Team Captains
 - 4.2.7 Club Coach
 - 4.2.8 Welfare Officer
 - 4.2.9 COVID Officer (Whilst dictated by England Hockey)
- 4.3 During the yearly AGM a vote will be carried out to agree on the structure and additional roles for the club committee for forthcoming season, which may include, but not limited to:

- 4.3.1 Fixtures Secretary
- 4.3.2 Umpire Secretary
- 4.3.3 Social & Fundraising Officer
- 4.3.4 Junior Affiliation Officer
- 4.3.5 Non-Executive Members

4.4 If the post of a committee member should fall vacant after such an election, the Executive Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting. For the avoidance of doubt, the executive committee will be defined by the following members:

- 4.4.1 The Chairman
- 4.4.2 Treasurer
- 4.4.3 Secretary
- 4.4.4 Team Captains
- 4.4.5 Club Coach

5. GENERAL MEETINGS

5.1. Annual General Meeting (AGM), The Club shall hold an Annual General Meeting following the conclusion of the previous season, the purpose of this meeting is:

- Approve the minutes of the previous year's AGM.
- Receive season report from the Chairman
- Receive a report from the Treasurer and approve the Annual Accounts.
- Elect the Club Committee & Structure.
- Fix the subscription for the ensuing year.
- Deal with other relevant business.

5.2. Extraordinary General Meeting

5.2.1. An Extraordinary General Meeting shall be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. The Committee shall also have the power to call an Extraordinary General Meeting by decision of a simple majority of its members.

5.3. Voting

- 5.3.1 With the exception of changes to the Constitution, decisions put to a vote shall be resolved by simple majority at General Meetings.
- 5.3.2 The Chairman of the Club shall hold a deliberative as well as a casting vote at general and committee meetings, in each case at the time the meeting commences its business.

6. FINANCE & ACCOUNTS:

- 6.1. The financial year shall run from April to April each year.
- 6.2. The Treasurer shall be responsible for the preparation of Annual Accounts of the Club.
- 6.3. All cheques drawn against the Club's funds shall be signed by the Treasurer.
- 6.4. All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.



7. POLICY:

- 7.1. As a minimum the club shall produce, instate, regularly review and revise policies in line with any legislative requirements covering the following:
 - 7.1.1. Club Constitution
 - 7.1.2. Committee Organisation Structure
 - 7.1.3. Committee Member Roles & Responsibilities
 - 7.1.4. Code of Conduct Policy
 - 7.1.5. Discipline Policy
 - 7.1.6. Safeguarding Policy
 - 7.1.7. Data Protection Policy
 - 7.1.8. Social Media Policy
 - 7.1.9. Code of Conduct
- 7.2. Each policy shall be reviewed at maximum 12 monthly periods and accepted by the current committee members.
- 7.3. In the event of any breaches of policy by any member of the club, the required remedy and action shall be sought via the policy which has been breached.

8. DISSOLUTION:

- 8.1. The Club is a non-profit making organisation. All profits and surpluses will be used to maintain or improve or develop the Club's facilities or to carry out the objects of the Association to which it is affiliated. No profit or surplus will be distributed other than to another non-profit making body on a winding-up or dissolution of the Club.
- 8.2. 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 be transferred to some other organisation or organisations having objects similar to the objects of the Club, such organisation or organisations to be determined by the members of the Club by Resolution passed at a General meeting or in the absence of such a resolution (or that the extent to which it cannot be given effect) to the Association to which the Club is affiliated.