



## **PEWSEY VALE RUGBY FOOTBALL CLUB LIMITED CONSTITUTION (8th EDITION)**

### **1) Name**

The Club shall be named the Pewsey Vale Rugby Football Club hereinafter called the PVRFC

### **2) Affiliations**

The Club is affiliated to the English Rugby Football Union and to the Dorset and Wiltshire Rugby Football Union.

### **3) Legal Entity**

The legal entity is Pewsey Vale Rugby Club Limited. A company limited by guarantee. The company is registered in England and Wales; the company number is 06902517

### **4) Objectives**

- a) To provide facilities, structure and organisation in order for its members to play rugby football.
- b) The club shall play in accordance with the rules and regulations of the Rugby Football Union.
- c) The club is to be a non-profit making organisation, any surplus capital made in the financial year is to be reinvested back into the club.

### **5) Club Colours**

The Club colours shall be blue, black, red and white.

### **6) Ground**

The ground used by the club will be The Angela Yeates Memorial Community Sports Ground Wilcot Road, Pewsey, Wiltshire. SN9 5NL.

The Angela Yeates Memorial Community Sports Ground is leased from Pewsey Parish Council (landlord). The lease has a requirement for two named officers from the club. Their

sole role within the contract is that of a point of contact. Should there be a time when one or both of the nominated officers needs to be changed this will be decided by the Directors of the club, who shall then inform Pewsey Parish Council.

## **7) Membership**

a) Membership of the club is open to all without any discrimination and will not be denied on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs.

b) Revisions to membership categories and pricing may be proposed from time to time by the Management Committee and confirmed by vote at the AGM. The latest membership policy is available on request and published on the club's website.

c) Membership Categories with voting rights are:

- Full Player
- Director
- Family Membership
- Committee Member
- Life Member

d) Membership categories with non-voting rights

- Associate member

e) The Management Committee will consider any nominations for Honorary Life Membership. Should such nominations be approved by the Management Committee then these may be conferred at the subsequent AGM.

f) Requests to become new members are handled by the Membership Secretary or other officer designated by the board of directors

g) The Club's current written disciplinary policies and processes are published on the Club website and will be made available to any member or potential member upon request.

## **8) Club Structure**

The overall responsibility for the management of the club is the board of directors of the Limited Liability Company (the board).

The Club's financial year shall end on the 31st May each year. All financial transactions will require approval by two directors of the club. The club will maintain suitable banking facilities as approved by the board. No change can be made to these facilities without board

approval.

Day to day management of the club is delegated by the board to the club management committee. A minimum two directors and two other officers (who may also be directors) must be present at any management committee meeting for it to be quorate.

### **9) Officers and Committee**

- a) The Management Committee shall be responsible for the control and management of the Club and shall be elected annually at a general meeting (AGM) of the members of the Club. All members of the retiring Committee shall be eligible for re- election.
- b) The Management Committee shall consist of the following roles: - President, Chairman, Honorary Treasurer, Honorary Secretary, Chair of Rugby, Chair of Social Committee, Membership Secretary, Facilities Manager, Club Captain, Youth Chair and Youth Head Coach. Any additions or deletions to these roles will be decided by the board of directors.
- c) The members of the Management Committee shall be elected by a simple majority of those members present at the AGM and entitled to vote.
- d) The Management Committee terms of reference will be set by the board of directors but will in general manage financial matters, setting budgets and monitoring expenditure and will oversee the effective management and running of the Club on a day to day basis.
- e) The Management Committee shall meet regularly to an agreed timetable and at such other times as summoned by the Honorary Secretary as and when business is required, or at the request of any two members of this Committee. The management committee will hold at least 6 meetings per annum.
- f) Four members (including at least two directors) shall form a quorum of the Management Committee. Decisions of the Management Committee are based on a straight majority, the Chairman (or Vice Chairman if Chairman not present), having the casting vote in the event of a tie.

## **10) Annual General Meeting**

- a) An Annual General Meeting of the Club (AGM) shall be held prior to the 1st September in each year on such a date as the Management Committee shall determine.
- b) A notice summoning such a meeting shall appear at least twenty-one days prior to the date of the AGM.
- c) All resolutions for AGM consideration must be made in writing to the Club Secretary, at least 14 days before the date of the AGM.
- d) Ten eligible members shall form a quorum for the AGM.
- e) A set of accounts produced by the clubs certified external accountants will be submitted for approval at the AGM

## **11) Extraordinary General Meeting**

An extraordinary general meeting (EGM) of the members of the Club shall be arranged by the Club Secretary. Ten eligible members shall form a quorum for the EGM. An EGM can be called

- a) At the discretion of the Management Committee.
- b) Within two weeks from the receipt of a request for such a meeting from a minimum of ten members of the Club.
- c) The request shall state the object of the meeting and each member concerned must append his/her signature.

## **12) Winding Up.**

Upon dissolution, the Members shall proceed to wind up and liquidate the business and affairs of the Club, and the Club may only carry on business that is appropriate to wind up and liquidate the business and affairs of the Club, including the following:

- (a) collecting the Club's assets,
  - (b) disposing of properties that will not be distributed in kind to Members,
  - (c) discharging or making provision for discharging liabilities,
  - (d) distributing the remaining property among the Members,
  - (e) doing every other Law necessary to wind up and liquidate the business and affairs of the Club.
- The Members shall follow the procedure for disposing of known claims set forth in the Law and shall publish notice of the dissolution of the Club pursuant to the Law.

### **13) Change of Constitution**

The constitution can be changed or varied at any time at the discretion and direction of the Board of Directors in consultation with the management committee. The latest approved Constitution will be published on the Club's website.

### **14) Website**

The club will manage and maintain a website which will be maintained by the management committee and kept up to date