GARFORTH

Rugby Union Football Club

Rules and Handbook

RULES OF GARFORTH RUGBY UNION FOOTBALL CLUB

A PRELIMINARY

1 The name of the club shall be Garforth Rugby Union Football Club

2 The objects of the club shall be to promote rugby union within the East Leeds area

3 The club shall be a member of the Rugby Football Union and the Yorkshire Rugby Football Union

B MEMBERSHIP

1 There shall be five classes of membership

A. Honorary Membership - elected by the General Committee, no voting rights.
B. Full Membership - full subscriptions due, full voting rights.
C. Student Membership - reduced subscriptions due, full voting rights.
D. Vice Presidents - invited by the general committee, no voting rights.
E. Life Membership - for a one off payment of : 15 years multiplied by the annual subscription of the year the life membership was taken out : full voting rights.

2 Membership of Garforth R.U.F.C is open to anyone.

3 The general committee shall have the power to terminate the membership of any member. The member has the right to appeal.

4 Subscriptions are to be defined annually by the general committee and approved at the A.G.M.

5 Match Fees - Members who play in any team shall pay such match fees as are fixed for the season by the general committee.

C DISCIPLINE

1 All players will be subject to the rules and regulations as laid down by the Rugby Football Union.

D MANAGEMENT AND OFFICERS

1. The management of Garforth R.U.F.C. shall be vested in the general committee consisting of President, Chairperson, Hon. Secretary, Hon. Treasurer, Hon. Match Secretary, Hon. Fixture Secretary, Press and Publicity Officer, Activities Chairperson, and maximum of Eight elected members and team captains a proportion of the general committee shall be elected Bi-annually split of officers shall be as Follows –

   Year 1 – President, Hon. Secretary, Hon Match Secretary, Press and Publicity Officer, and elected member 2, 4, 6 and 8

   Year 2 – Chairperson, Hon, Treasurer, Hon Fixture Secretary, Activities Chairperson, elected member 1, 3, 5 and 7

   Year 1 will commence at the 1996 Annual General Meeting and Year 2 will commence at The 1997 Annual General Meeting and so forth. The position of Club Coach and Club Captain will still be elected annually.

2. The selection committee shall consist of the Coach , Team Managers and Team Captains (or their appointed nominee) who have watched their respective sides in the previous game. Where any disagreement on selection occurs the ultimate decision is that of the senior coach.

3. The general committee shall meet regularly on the first Wednesday of each month throughout the playing season September to April and at least twice during the four months May to August.

4. 25% of the elected members of any committee run by the club shall constitute a quorum – The General Committee should have a minimum of 5 members to constitute a quorum.

5. The general committee may appoint one or more sub-committees with Responsibility for fund raising, social matters, and for such other purposes as it may decide. Each sub-committee shall consist of at least one member of the general committee and shall report to the general committee and any recommendations of the sub-committee shall be considered at the next meeting of the general committee.

6. The general committee shall have the power to co-opt members for the club to the general Committee or any sub-committee of the club as and when required.

7. The general committee shall have sole power to deal with funds and property of the club.

8. Any general committee member failing to attend three meetings without apologies been presented, will be deleted from the general committee.

E FINANCE

1 The finances of the club shall be controlled by the general committee.

2 The financial year of the club shall be from 1st May to 30th April.

3 The Treasurer shall keep such proper books of account as will enable him to present at every meeting of the general committee an accurate report concerning the finances of the club and shall present such a report accordingly.

4 Accounts for the club shall be presented on an annual basis for the twelve months ending 30th April and approved by the annual general meeting. Accounts shall be prepared by a suitable person appointed by the committee and shall be audited by an independent auditor appointed by the members at the annual general meeting. The appointment of auditor shall be renewed at each annual general meeting.

F MEETINGS

1 The Annual General Meeting shall be held in May when any business provided for in these rules shall be transacted.

2 A notice convening the annual general meeting shall include a copy of the agenda and a list of nominations and shall be sent to each member at least seven days before the meeting date.

3 All nominations for the committee must be proposed and seconded by full, student or life members of the club. All nominations must be given to the secretary before the end of April.

4 A special general meeting of the club shall be called by the secretary on the written demand of 25% of full, student or life members. The meeting shall be called within 30 days of the receipt of the demand with at least 7 days notice of the meeting being given.

5 Voting shall be by show of hands or by ballot if demand by 25% of the members present.

6 The outgoing Chairman of the club shall take the chair at the annual general meeting until a new Chairman is elected. The Chairman of any meeting shall only have the casting vote in the event of a tied decision, and may not vote at any other time.

7 A quorum at the annual general meeting shall be comprised of 25% of the full, student and life membership of the club.

G HONORARY SECRETARY

1 The Honorary Secretary shall keep a minute book in which shall be entered a record of the business transacted.

H RULES

1 These rules may be added to, or repealed by resolution at the annual general meeting if passed by two thirds of members present and if included on the agenda of the meeting.

2 A copy of this constitution shall be sent to each member.

3 The general committee may in cases of emergency make, vary and revoke bylaws (not consistent with these rules) for the regulation of the internal affairs of the club and for the conduct of members, and the bylaws for the time being in force shall be binding on all members.

I DISSOLUTION

If at any times the club shall pass in general meeting by a majority comprising two thirds or more of the members present and entitled to vote a resolution of its intention to dissolve, then the general committee shall take immediate steps to convert into money all the property of the club. Out of the proceeds of such a conversion, they shall discharge all debts and liabilities of the club, including the expenses of such a conversion, and any balance remaining in their hands shall be disposed of by them as the members resolve in general meeting; thereupon the club shall for all purposes be dissolved. If members have not, within six months of the resolution, resolved upon the disposition of any such balance, it shall be divided equally between all persons who were paid up members of the club at the date of the resolution. A copy of the notice convening any general meeting under this rule shall be sent by post to every member at his address last notified to the secretary not less than fourteen days before the date appointed for the meeting but any accidental omission to send such a copy or non-receipt of the same shall not invalidate any proceedings or resolution.

ADDENDUM

The club, the Officers of the club and the General Committee accept no liability for any injury caused to any person whist playing rugby for the club, training of whilst on any other club business. The club strongly recommends that all players enter into their own personal insurance and will be willing to advice players if required.

CONTACTS

Name: **John Daw**

Title: ***President***

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Name: **Jonathan Fallas**

Title: ***Secretary***

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Name: **Eric Carter**

Title: ***Treasurer***

Telephone: **07740 869318**

E-mail: **eric.the.red@btinternet.com**

Name: **Mark Trickett**

Title: ***Chairman***

Telephone: 07961 408484

E-mail: mark.trickett@unicamgroup.com

Name: **Andy Daw**

Title: ***Head Coach***

Telephone: **07740 478680**

E-mail: andy@daw999.freeserve.co.uk

LOCATIONS

Garforth Community College

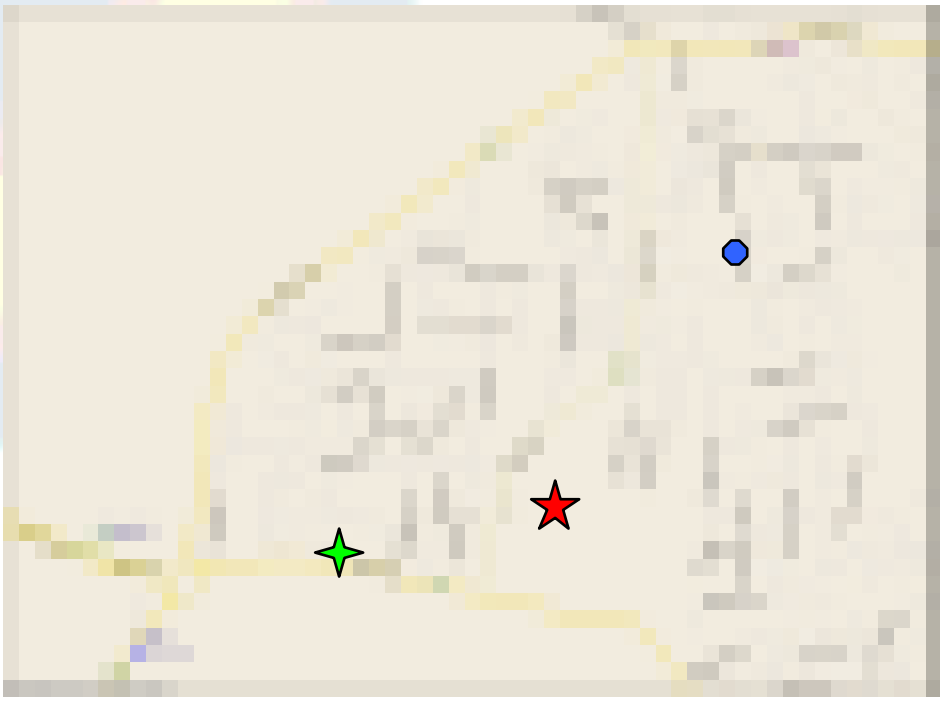
Home games and training take place at the Garforth Community College in Lidgett Lane. Directions from the M1 are as follows:

- From the M1 take Junction 46 and follow the A63 (Signposted Selby/Garforth).
- At the 1st roundabout take your 2nd exit (straight on).
- Follow the road up the hill, passing the Gaping Goose on your left (This is the club house).
- Approx 400 yards past the Gaping Goose take the slip road on your left onto Lidgett Lane.
- The Community College is on your right.
- Follow the school driveway to the bottom of the car park.
- The changing rooms are to be found through the gates and in through the first door on your left.
- The playing fields are on the far side of the sports hall

Gaping Goose

The Gaping Goose pub serves as our club house - see above for directions.

Garforth Cricket Club

Occasionally we use the facilities of the Cricket Club. Directions from the Community College are as follows:

- Turn right out of the college heading into Garforth town centre.
- After about 600 yards turn right into Church Lane
- The cricket club is about 200 yards on your left.