

# CLUB RULES

## OF

### WESTCLIFF RUGBY FOOTBALL CLUB LIMITED

MADE THIS 2<sup>ND</sup> DAY OF AUGUST 2010 BY RESOLUTION OF THE BOARD OF DIRECTORS IN ACCORDANCE WITH THE AUTHORITY GIVEN BY Rule 6(ii) OF THE ARTICLES OF ASSOCIATION

#### 1. Definitions

Within these Club Rules the following applies;

"The Company" and "The Club" shall mean Westcliff Rugby Football Club Limited

"Member" shall mean a fully paid up Member of Westcliff Rugby Football Club Limited

"Officer" shall mean any member of a Sub-Committee

"The Board" shall mean the Board of Directors of Westcliff Rugby Football Club Limited

"The Clubhouse" shall mean the premises known as the Gables, Aviation Way, Southend-on-Sea Essex

"The Bar" shall mean the bar at the Clubhouse

"Youth", "Youth Section" and "Youth Rugby" shall include Mini, Youth and Colts as defined by the Rugby Football Union

"Senior Rugby" shall mean all matters appertaining to Rugby other than those matters appertaining solely to Youth Rugby.

"the Act" shall mean the Licensing Act 2003 or any statutory extension modification amendment or re-enactment of the same or any regulations or orders made under that statute

#### 2. **Management of the Bar**

- i. Management of the Bar is vested in the Board who may appoint a bar Sub-Committee consisting of not less than two Directors and not more than six Members including Directors with full delegated authority to arrange the purchase and supply of tobacco, intoxicating liquor and associated sundries and to set such prices as from time to time passing.
- ii. The supply and consumption of intoxicating liquor in the Clubhouse will be permitted during the normal Permitted Hours prevailing in the Licensing District in which the Clubhouse is situated or otherwise as permitted from time to time pursuant to the Club Premises Certificate.

- iii. The normal hours for which the Bar shall open shall be set from time to time by the Board and notice of the hours shall be posted in the Clubhouse.
- iv. No person under 18 years of age shall purchase or consume (except as permitted by the Act) intoxicating liquor in the Clubhouse.
- v. Subject to the restriction referred to in Rule 2(iv) above and any restrictions imposed from time to time by the Board in accordance with these Rules or the Articles of Association all classes of Members will be entitled to admission to the Club Premises and to the supply of intoxicating liquor for consumption on the premises together with bona fide guests introduced to the Club by individual Members who shall be responsible for the conduct and behaviour of the guest. No Member may introduce as a guest to the Club any person who has been expelled from the Club or whose presence on the Clubhouse premises shall be considered by the Board to be objectionable or prejudicial to the Club or its Membership.
- vi. There may also be admitted to the Clubhouse for the sale of intoxicating liquor the following persons other than Members and guests;
  - a) Members of any club or association the objects of which include the promotion of social intercourse between persons who were educated at the Westcliff High School for Boys~
  - b) Members of any club or association the objects of which include the promotion of Rugby Football or other sports or games;
  - c) Any person requested or permitted by a Member of the Board or any Sub- Committee to attend the Clubhouse for the purpose of preparing for or taking part in any activity of the Club;
  - d) Members of any club the premises of which are registered under the Act in the same locality as the Clubhouse and temporarily closed~
  - e) Other clubs, societies, individuals or organisations for weddings, parties, meetings, conferences and similar events. Such events shall be approved by the Board or Bar Sub-Committee in advance in writing.

### **3. Rugby**

The Club shall play under and adhere to the Rules, Regulations, Policies and Laws of the Rugby Football Union and shall be affiliated to that body.

The Club colours shall be maroon and old gold hooped jersey, navy blue shorts and maroon and old gold socks and all players shall wear these colours when representing the Club.

#### **a. Youth Section**

- i. A Sub-Committee shall be elected to govern all Youth Section matters. An Annual Meeting of the Youth Section shall be held between which not more than fifteen months may elapse at which all Members shall be entitled to vote in the selection of the members of the Youth Section Sub-Committee as follows:

Every paid up full member and every honorary member shall have one vote. Youth Family Members may vote on the following basis;

- a) Where every Youth player within a family being a Member under the Family Membership is under the age of 16 years at the date of the meeting, one vote only may be exercised and that vote shall be cast by a parent/guardian only;
  - b) Where only one Youth player within a family is a Member under the Family Membership and has attained his/her 16th Birthday at the date of the meeting one vote only may be exercised and that vote shall be cast by the Youth player only;
  - c) Where more than one Youth player within a family is a Member under the same Family Membership but only one of those Youth players has attained his/her 16th birthday at the date of the meeting, one vote may be cast by the Youth player who has attained his/her 16th birthday and an additional one vote only may be cast on behalf of the second and subsequent players whilst under the age of 16 and such one vote shall be exercised by the players parent/guardian;
  - d) Where more than one Youth player within a family is a Member under the same Family Membership and more than one Youth player has attained his/her 16th birthday at the date of the meeting, each such player may cast one vote.
- ii. Nominations for any positions or membership of the Youth-Section Sub-Committee should be made in writing to the Sub-Committee at least 7 days prior to the Annual Meeting and only if no such (or insufficient) nominations are received may the positions be filled by nominations at the meeting. All nominations must be proposed and seconded by a paid up Member of the Club.
  - iii. The Annual Meeting of the Youth Section shall elect a Chairman of the Youth Section who shall be entitled to attend meetings of the Board on an ex-officio basis.
  - iv. The Youth Section Sub-Committee may make rules by majority vote to regulate its own meetings and conduct, subject to the discretion of the Board SAVE THAT decisions of the Sub-Committee are to be made by a simple majority of those present and in the event of an equality of voting the Chairman or acting Chairman shall have a casting vote.
  - v. The Youth Section shall hold monies on account in any United Kingdom deposit taking institution PROVIDED the same are held only in accordance with Rule 5 hereinafter.
  - vi. If, following the election of the Youth Section Sub-Committee no Director of the Company has been elected to the Youth Section Sub-Committee the Board may, if it considers appropriate, appoint one Director as a member of the Youth Section Sub-Committee who will serve as a full member of that Sub-Committee.
  - vii. If the Youth Section Sub-Committee so requests, the Board may appoint further members to the Youth Section Sub-Committee at time to time, and any so appointed member shall serve only until the following Annual Meeting of the Youth Section unless elected at that meeting.

viii. A minimum of 75% in number of the Youth/Mini Section Committee must be aged over 21 at any time.

**b. Senior Section**

- i. A Sub-Committee may be appointed by the Board to govern Senior Rugby matters.
- ii. The Senior Rugby Sub-Committee may make rules by majority vote to regulate its own meetings and conduct, subject to the discretion of the Board SAVE THAT decisions of the Sub-Committee are to be made by a simple majority of those present and in the event of an equality of voting the Chairman or acting Chairman shall have a casting vote.
- iii. The Senior Rugby Sub-Committee may hold monies on account in any United Kingdom deposit taking institution PROVIDED the same are held only in accordance with Rule 5 hereinafter.

**4. Non-Rugby Sub-Committees**

The Board may appoint Sub-Committees to act if, in the opinion of the Board it is deemed conducive to the good management of the Club to do so, in any capacity and by way of example but not exclusively the following Sub-Committees may be appointed:

- i. Clubhouse Building Management;
  - ii. Social events;
  - iii. Fund raising & Sponsorship;
  - iv. Grants;
  - v. Kitchen;
  - vi. Discipline;
  - vii. Membership.
- ii. Any Sub-Committee appointed in accordance with this Rule shall not be entitled to hold funds in any deposit taking institution whatsoever and must account for all funds howsoever raised to the Financial Director of the Company.
  - iii. Any Sub-Committee appointed in accordance with this Rule may make rules by majority vote to regulate its own meetings and conduct, subject to the discretion of the Board SAVE THAT decisions of any Sub-Committee are to be made by a simple majority of those present and in the event of an equality of voting the Chairman or acting Chairman shall have a casting vote.

**5. Accounts**

- i. All monies received by or raised in the name of the Club or in respect of any activity to be undertaken by the Club or any part, section or team, shall, immediately such monies are received or raised, be paid only into an account approved by the Board and any such account shall include at least one Director of the Company to be an authorised signatory.
- ii. No action involving expenditure in the name of or on behalf of the Club shall be taken and no undertaking should be given to commit the Club to expenditure without the prior

authority of the relevant account holders, being the Youth Section Sub-Committee, the Senior Rugby Sub-Committee or the Board of Directors. For the avoidance of doubt, the two aforementioned Sub-Committees shall only incur liabilities for expenditure for which they are holding sufficient cleared funds to meet.

## **6. General**

- i. All Members over the age of 16 Years shall be equally capable of being Officers of the Club.
- ii. No person under the age of 18 years may use any gaming machine situated within the Clubhouse.
- iii. The Company will not be responsible for any loss of, theft or damage to any article belonging to any Member, guest or visitor.
- iv. No alterations to the Clubhouse or grounds shall be undertaken without the express authorisation of the Board.
- v. Smoking is prohibited in the Clubhouse or any part of it except on any open balcony areas where smoking is permitted subject to such regulations as the Board may notify to the Members from time to time