



Merisham Sports Club

Flood Street, Merisham, Ashford, Kent, TN25 6NX
www.merishamsportsclub.com



RULES AND BYLAWS

The following Rules and Bylaws are adopted in addition to and operate along with the regulations set out in The Constitution of Merisham Sports Club CIO.

1. AIMS AND OBJECTIVES:

- (a) To encourage all members to participate fully in the activities of the CIO.
- (b) To ensure a duty of care to all members of the CIO.
- (c) To follow, where appropriate, any rules and regulations laid down by any relevant sports' National Governing Body, and to ensure that all members (playing and non-playing) abide by such rules and regulations.
- (d) As set in The Constitution the CIO may adopt rules and bylaws relating to the operation of the CIO. These may be amended by the CIO, but any amendments must comply with the requirements of any Governing Bodies as they may be amended from time to time.
In the case of any conflict between the provisions of the CIO's rules and the requirements of a relevant Governing Body, the Governing Body's requirements shall take precedence.

2. MEMBERSHIP:

- (a) Membership of the CIO shall be open to anyone regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, however, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- (b) The CIO may have different classes of membership and subscription on a non-discriminatory and fair basis and will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- (c) The CIO may refuse or terminate membership as detailed in The Constitution.
- (d) Junior membership shall be by completion of a membership application form, payment of the relevant membership fee and by acceptance of the Club's Code of Conduct / Set of Rules for Young People, before membership shall be deemed complete.
- (e) Senior membership shall be by completion of a membership form, payment of the relevant membership fee and by acceptance of the Club's Senior Members Code of Conduct, before membership shall be deemed complete.
- (f) No person shall be eligible to take part in the business of the CIO, or eligible for selection for any of the club's sports teams, unless the appropriate membership has been paid and membership has been agreed.
- (g) All members will be subject to the regulations of The Constitution, and by joining the CIO will be deemed to accept these regulations and any Rules and Bylaws, Codes of Conduct and Discipline Procedure that the CIO has adopted.
- (h) Any member expelled, or otherwise ceasing to be a member of the CIO, shall forfeit all such rights to, or claims upon, the CIO, it's property or funds, as he otherwise would have by reason of membership. If having paid a membership fee, depending on circumstances, it may be returned otherwise membership fees are not refundable.

3. CLASSES OF MEMBERSHIP:

There shall be three classes of membership available as follows:

- i. Junior Member (under 18 years at the beginning of the current year).





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- ii. Senior Member (18 years and over who actively take part in sports offered by the club).
- iii. Non-Playing Member (coaches, team managers, social, etc.).

Senior and Non-playing Members shall be collectively known as Members of Sports Club CIO.

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4. GUESTS, VISITORS, SUPPORTERS AND PARENTS/GUARDIANS/CARERS:

- (a) Members of visiting teams competing in events against club teams, and their supporters, shall on the day of such event, be permitted entry to the club premises.
- (b) The parent/guardian/carer of a Junior Member shall be permitted entry to the club premises as part of their junior membership and shall be bound and submit to the Constitution, Rules and Bylaws of the CIO, and Parent and Carers Code of Conduct.
- (c) Every guest, visitor and supporter shall be bound and submit to the Constitution, Rules and Bylaws of the CIO.
- (d) The CIO reserves the right to refuse admission to any such guest, visitor, or supporter at their absolute discretion, but only for good cause such as conduct or character likely to bring the CIO or sport into disrepute.
- (e) No person whose membership of the CIO has been terminated, or whose application for membership has at any time been rejected, shall be admitted as a guest.

5. MANAGEMENT COMMITTEE:

As detailed in The Constitution (Section 12) the charity trustees shall manage the affairs of the CIO. This will be by a committee comprising of:

- (a) Chairperson
- (b) Vice Chairperson
- (c) Secretary
- (d) Treasurer
- (e) Data and Welfare Officer
- (f) A representative from each section of the Club.

Only these members of the Committee shall be entitled to vote at Committee meetings.

The Secretary shall conduct the correspondence of the CIO, have custody of all documents belonging to the club and keep full and correct minutes of all proceedings of the CIO.

The Treasurer shall keep accurate accounts of the CIO and shall provide an annual Statement of Accounts for the Annual General Meeting.

The Welfare Officer, who shall be responsible for the protection and support of young people, will act as a first point of contact for any person who has a concern about child welfare and protection.

The Committee will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year. The quorum required for business to be agreed at Committee meetings shall be three.

The duties of the Committee shall be:

- (a) To control the affairs of the CIO on behalf of the members.
- (b) The CIO shall maintain a bank current account and the following Officers shall be authorised to sign cheques: any two from the Chairperson, Vice Chairperson, Treasurer and Secretary.





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- (c) To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.
- (d) To co-opt additional members on to the committee, to appoint sub-committees, or to co-opt advisers (who may not be Club Members) to give advice on specialist subjects, as the Committee feel is necessary. Co-opted members shall not be entitled to a vote on the Committee.

The Committee has the power to:

- (a) Take out any Insurance for the CIO, clubhouse, contractors, players, guests and third parties, as necessary.
- (b) Draw up Rules and Bylaws (Constitution, section 26), Codes of Conducts and Policies applicable to all Members and Parents/Carers.
- (c) Draw up a Discipline Procedure that will ensure fair and consistent treatment of members when formal action becomes necessary.
- (d) Provide coaching, training, first aid, social and other facilities.
- (e) Co-operate with, or affiliate to, any bodies regulating, organising, or involved with sports adopted by the Club.
- (f) Elect as Honorary Life Members any member who in the opinion of the Committee has rendered special and/or long service to the club. The election of such Honorary Life Members shall not take effect until confirmed by the next Annual General Meeting. The number of Honorary Life Members shall not at any time be significant in proportion to the total number of members of the club.

None of the above powers may be used other than to advance the aims and objectives of the CIO in a manner consistent with The Constitution and General Law.

6. GENERAL MEETINGS:

General and Annual meetings will be called in accordance with The Constitution of the CIO. Notice shall be given to members by an electronic form of notice and by posting a notice on the Club notice board and the Club's website.
and shall, together with the Trustees, have the right to vote at any General Meetings. Parents/carers of Junior Members and Vice Presidents shall not have the right to vote at General Meetings, unless they have the right by their Club Membership or by being a Trustee.

The Annual General Meeting:

Mersham Sports Club CIO year will run from 1st March to 28/29th February and the A.G.M. shall be held not later than the end of April each year.

The business of the Annual General Meeting shall, in addition to the requirements of the Constitution, include:

- (a) An annual report from each section.
- (b) A review of subscription for the forthcoming year.
- (c) The election of a Club President to serve for a term of up to five years. They may be eligible to stand again for re-election.
- (d) Elect a Chairperson, Secretary and Treasurer to act as Mersham Sports Club Bar Committee.





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7. INTOXICATING LIQUOR:

Subject to grant of Club Premises Certificate, the following shall apply:

- (a) Intoxicating Liquor shall be supplied on the club premises, to members of the CIO, guests, visitors, etc (rule 4 refers) who are over the age of eighteen, only during the following hours:
On Mondays to Saturdays – 10am to 11pm.
On Sundays and Good Fridays – 12 noon to 10.30pm.
On Christmas Day – Closed.
- (b) The Bar may be closed at any time during the permitted hours at the discretion of the Bar Committee.
- (c) The supply of intoxicating liquor will only be available within the permitted hours and on occasions agreed by the Bar Committee.
- (d) During the permitted hours members only (over the age of eighteen) may purchase intoxicating liquor for consumption off the premises.
- (e) No person shall be paid at the expense of the CIO any commission, percentage, or similar payment on or with reference to the purchase of intoxicating liquor by the CIO.
- (f) No person shall directly or indirectly derive any financial benefit from the supply of intoxicating liquor by, or on behalf of, the CIO to members or guest.
- (g) The supply to the CIO of intoxicating liquor shall be under the sole control of the Bar Committee, who shall arrange for the purchase thereof on behalf of the CIO.
- (h) The Bar Committee, elected at the Annual General Meeting of the CIO, shall consist of not less than three members, two of whom shall form a quorum.
- (i) All resolutions passed by the Bar Committee shall be subject to the ratification by the CIO Management Committee.
- (j) Bar Stewards shall be made up of the Bar Committee plus up to six others co-opted from the CIO Membership, by the Bar Committee. Only these persons shall be authorised to supply intoxicating liquor to members, guests, and visitors on the CIO premises.

