

BYE LAWS OF BASINGSTOKE HOCKEY CLUB

PART 1: INTERPRETATION

1 Interpretation

1.1 These Bye Laws are made pursuant to Article 13.4.2 of the latest edition of BHC's Memorandum of Association.

1.2 In these Bye Laws, unless the context requires otherwise:

Articles	means the articles of association of the Club from time to time and Article refers to a particular provision in them;
Bye Laws	means these bye laws of the Club made pursuant to Article 13.4.2, and Bye Law refers to a particular provision in them;
BHC	means Basingstoke Hockey Club
Club Facilities	means the Clubhouse, all premises of the Club, the water controlled by the Club, any equipment made available by the Club (whether for a fee or without charge), all storage facilities, and any other facilities made available (whether for a fee or without charge) at the Clubhouse or on the Club's premises from time to time;
Clubhouse	means the clubhouse of the Club from time to time; The clubhouse shall be the Pavilion, Down grange, Pack Lane, Basingstoke
Club Member	means a company member of the Club, as that term is defined by section 112 of the Companies Act 2006, and as defined in Part 2 of these By-laws shall be interpreted accordingly;
Disciplinary Committee	shall mean at least 2 and not more than three of the following Officers of the Club: the Discipline Officer, the Chairman, the Vice Chairman, the Director of Hockey, the Mens Section Captain, the Ladies Section captain and the Junior Club Captain
Fees	shall have the meaning given in Bye Law 6.1;
Finance Acts	means the Corporation Tax Act 2010, the Finance Act
Hockey	means the sport of hockey governed by the rules of the International Hockey Federation.
Personal Penalty	a personal penalty awarded against a Club Member playing a game of Hockey for the Club resulting in the award of a yellow or red card.

- 1.3 These Bye Laws are supplemental to the Articles. Nothing in these Bye Laws is intended to contradict the Articles or the provisions of the Companies Acts and, in the event of any inconsistency between any provision of these Bye Laws and any provision of the Articles, the Articles will prevail.
- 1.4 Unless the context otherwise requires words or expressions contained in this document bear the same meaning as in the Articles.
- 1.5 Unless expressly provided otherwise, a reference to a statute, statutory provision or subordinate legislation is a reference to it as it is in force from time to time, taking account of any subordinate legislation from time to time made under it, and any amendment or re-enactment and includes any statute, statutory provision or subordinate legislation which it amends or re-enacts.

PART 2: MEMBERSHIP

2 Membership

- 2.1 Membership shall be open to anyone interested in the sport of Hockey on application, regardless of sex, age, disability, race, sexual orientation, gender reassignment, pregnancy or maternity, religion or belief. Membership may, however, be limited according to available facilities on a non-discriminatory basis.
- 2.2 Article 11.5 gives the directors the power to create different classes of Membership, and to decide who will be eligible for admission to them and what their rights and obligations will be. For the avoidance of doubt, Associate Membership conveys neither Club Membership nor any of the rights or privileges of Club Membership under the Articles or the Companies Acts.
- 2.3 There shall be the following classes of Club Membership:
 - 2.3.1 President;
 - 2.3.2 Vice Presidents;
 - 2.3.3 Honorary President;
 - 2.3.4 Full Members;
 - 2.3.5 Junior Members;
 - 2.3.6 Social Members

3 Eligibility for Membership

- 3.1 Full Membership is open to any individual aged 18 or over who is interested in the sport of Hockey. Full Members are Club Members with the right to attend and vote at general meetings in accordance with the Articles and the Companies Acts.

- 3.2 Junior Membership is open to any individual under the age of 18 who is interested in the sport of Hockey. Junior Members have a right to attend but not vote at general meetings.

Vice Presidents may be awarded to individuals as a mark of distinction. The directors may nominate for election at an AGM such persons as Vice Presidents as they think fit (if appropriate designating that they are Life Members or Vice -Presidents as appropriate). The election of new Vice Presidents shall be put to the vote at the AGM each year and such persons shall be granted Vice President if approved by ordinary resolution of the Club Members at the AGM. Vice Presidents have a right to attend and vote at general meetings.

- 3.4 Social Membership is open to any individuals with an interest in the sport of Hockey, but who wish to attend the Clubhouse for social purposes only or join in the club's activities as a coach, supporter or umpire. Social Members have a right to attend but not vote at general meetings.

- 3.5 For the avoidance of doubt, where the type of Club Membership available to, or subscription payable by, an individual is related to age it will be determined by the age of the individual on the date of registration of his Club Membership, or its renewal

- 3.6 An application for Club Membership shall be in the form from time to time prescribed by the directors, and shall include the name and address of the applicant.

- 3.7 Upon receipt of an application for Membership, the Membership Secretary or the Secretary shall enter the details of the application in the memberships register.

- 3.8 The directors have sole discretion to decide whether or not to accept an application for Membership.

- 3.9 The directors may refuse applications for Membership only for good cause, such as conduct or character likely to bring the Club or the sport of Hockey into disrepute. Appeals against the directors' decision to reject an application for Membership may be made to the Club Members in general meeting.

- 3.10 Every member shall, upon becoming a Member, provide the Secretary with an up-to-date address which shall be recorded in the register of Members, and any notice sent to such address shall be deemed to have been duly delivered.

4.1.1 Rights and Privileges of Membership

- 4.1 The rights and privileges of each class of Membership shall be as follows, subject in each case to the provisions of the Articles and these Bye Laws:

4.1.1 Full Members, Junior Members and Honorary Members shall have the right to be selected for the Club's teams;

4.1.2 Social Members shall have the use of the Clubhouse and shall have the right to be selected for a maximum of 4 games for any of the Club's teams.

5. **Membership Subscription and Fees**

5.1 The following classes of membership, which where they are non-playing shall carry the same rights as a full member, namely: -

- President
- Honorary President
- Life President
- Vice President

Otherwise they shall be subject to the normal membership subscriptions and fees.

5.2 The following fees (the Fees) shall be payable by Club Members, as applicable in accordance with this Bye Law:

5.2.1 An annual membership fee; and

5.2.2 A match fee for each game played by the club

5.3 The Fee rates for each class of Club Membership and the match fee shall be proposed by the directors to the Club Members at the AGM in each year. Any proposed changes shall be approved by a majority of those present and entitled to vote and shall become operative on the first day of September in the year following the AGM.

5.4 Fees will be kept at levels that will not pose a significant obstacle to people participating.

5.5 Subject to Bye Laws 7.1, 7.2 and 7.3 all Club Members shall pay their annual membership fee by 31st October each year. Membership shall be effective from 1st September to the 31st August the following year.

5.6 Team Captains will be responsible for ensuring that the Match Fee is collected from each playing Member and to account in full within eight days to the Treasurer for all monies collected and expended. In the event of non-payment by a playing Member, and the sum involved remaining outstanding for a further fourteen days, then that Member will be regarded as unavailable for selection until the debt has been settled. The Treasurer will at regular intervals throughout the playing season provide the Men's and Ladies' Captains, with a list of players with Match Fees outstanding

6 **Termination of Membership**

6.1 If a Member fails to pay the annual membership fee by 31st October in any year their Membership shall be subject to termination at the sole discretion of the directors.

6.2 The directors may cancel, without notice being given, the Membership of any Club Member whose Fees are more than three months in arrears (in whole or in part), provided that the directors may, at their sole discretion, re-instate any such Club Member upon payment of arrears. No Club Member whose Fees are in arrears (in whole or in part) may enter any Club event or shall be

available for selection for a team organised by the Club or (if applicable) vote at any general meeting. Appeal against termination or non-renewal of Club Membership may be made to the Board of Directors by submitting a written notice to the Secretary, who shall, upon receipt of such a notice, include the appeal on the agenda for the next general meeting.

- 6.3 Any person who has been expelled from Club Membership shall not be entitled to have any part of their Fees refunded and must immediately return any trophy or trophies held.

7. Conduct of Members and Disciplinary Action

- 7.1 Every Club Member is deemed to have notice of, and undertakes to comply with, the Articles and these Bye Laws.

- 7.2 Any breach of Bye Law 8.1 or any conduct which, in the opinion of the directors, is either unworthy of a Club Member or otherwise injurious to the interests of the Club, shall render a Club Member liable to disciplinary action by the directors, which may include expulsion or non-renewal of Membership. Before taking any disciplinary action against a Club Member, the directors shall ask the Club Member in question to provide a written explanation of their conduct and shall give the Club Member the opportunity to explain their conduct to the directors or to voluntarily cancel their Club Membership.

The directors (or any person to whom the directors shall delegate this power) may temporarily suspend or exclude a Club Member from particular training sessions, games and/or wider Club activities, if they consider in their sole discretion that such action is in the best interests of the Club.

- 7.4 A Club Member shall not knowingly remove, injure, destroy or damage any property of the Club and shall make restitution for the same if called upon to do so by the directors or by the Secretary upon the instructions of the directors.

- 7.5 A Club Member shall not cause any communication in whatever form to be exhibited on Club notice boards or premises without permission of the Chairman.

- 7.6 All Club Members shall be subject to the 'Basingstoke Hockey Club Code of Conduct' policy for incidents whilst participating in games or training sessions representing the Club:

7.6.1 Personal Penalties resulting in the award of a red card shall be dealt with in accordance with the rules and directions of England Hockey;

7.6.2 All other Personal Penalties shall be dealt with in accordance with the following tariff:

Green Card: 1 point

Yellow Card: 3 points

7.6.3 All team Captains must report the award of Personal Penalties to the Club Discipline Officer (CDO) within 7 days of their award and the CDO shall keep a record of points accumulated by each Club Member.

7.6.4 If a Club Member shall accumulate 12 points then he/she shall be required to attend a

meeting of the Disciplinary Committee. A Club Member shall have the right to be accompanied by his team captain or other representative at the Disciplinary Committee, who may speak on their behalf.

- 7.6.5 Subject to an explanation of the incidents leading to the award of the Personal Penalties the Disciplinary Committee may suspend the Club Member from representing the Club for a period of up to, but no more than 7 days, or may upon hearing explanation warn a Club Member as to their future conduct or decide to take no further action.
- 7.6.6 If a Club Members tally of points shall reach 18 points then the Disciplinary Committee shall be obliged to suspend the Club Member from representing the Club for a period of not less than 14 days.
- 7.6.7 For each and every subsequent yellow card will result in the player receiving an automatic ban of 7 days.
- 7.6.8 Each Club Members tally of accumulated points for the award of Personal Penalties shall be reset to zero at 1st September.

8. Guests

- 8.1 A member of any club affiliated to England Hockey may be authorised to use the Club Facilities by any director. Any person who is a player or official of any opponent of the Club is entitled to the use of the Club Facilities on the day of their game.
- 8.2 Members may introduce and entertain guests at the Club Premises, provided that no person whose application for Membership of the Club has been declined or who has been expelled from the Club shall be introduced as a guest. The Member introducing a guest shall enter the name and address of the guest and his/her own name in the Visitors' Book, which shall be kept on the Club Premises. The Member shall be responsible for his/her guest strictly observing the Rules and Bye-Laws.

9. Limitation of Club Liability

- 9.1 Members use the Club Facilities entirely at their own risk and accept that:
 - 9.1.1 the Club will not accept any liability for any damage to or loss of property belonging to Club Members;
 - 9.1.2 members are responsible for any injury, damage or loss to the extent caused by their own actions or omissions.
- 9.2 Club Membership and acceptance of the Articles and these Bye Laws will be deemed to constitute consent to the holding of relevant personal data for the purposes of the Data Protection Act 1998 (as amended).
- 9.3 Bye Law 9.1 shall be exhibited in a prominent place within the Clubhouse.

PART 3: MISCELLANEOUS

10. Sale of Alcohol

- 10.1 The purchase for the Club of excisable goods and the supply of the same upon Club premises shall be exclusively and solely under the control of the directors, or of a special committee appointed by the directors.
- 10.2 Intoxicating liquor may only be sold for consumption in the Clubhouse to persons over the age of eighteen who are entitled to the use of the Clubhouse in accordance with the Articles and these Bye Laws. No Junior Member may purchase or attempt to purchase intoxicating liquor within the Clubhouse nor may any Junior Member purchase or attempt to purchase tobacco or cigarettes within the Clubhouse.
- 10.3 The directors shall cause any bar in the Clubhouse to be opened (subject to terms of the Clubhouse certificate) at convenient times (and such times shall be prominently exhibited in the Clubhouse) for the sale of excisable goods to persons stated in Bye Law
- 10.4 No person shall take a commission, percentage or other such payment in connection with the purchase of excisable goods for the Club. Any profit deriving from the supply of such goods shall (after deduction of the costs of providing such goods for the benefit of the Club) be applied to the provision of additional amenities or the purchase of property to be held in trust for the benefit of the Club.

11 Miscellaneous

- 11.1 The Clubhouse shall be open to Club Members at such times as the directors shall direct.
- 11.2 These Bye Laws may be amended by the directors from time to time.
- 11.3 The directors shall be responsible for the ongoing maintenance and development of BHC's club policies and guidelines.

12 Safeguarding

- 12.1 The Directors shall appoint a Welfare officer who shall be responsible for ensuring that all members comply with England Hockey (EH) and the BHC's Safeguarding and Welfare Policies.
- 12.2 The Directors shall be responsible for ensuring that the name and contact details of the BHC's Welfare officer and displayed in a prominent position within the Clubhouse and for ensuring that the policies and are reviewed and updated on an annual basis.

13 Use of Social Media and Photography

- 13.1 All classes of membership within BHC shall comply with EH and BHC's policies on the use of Social Media and Photography

14 Appointment of Coaches, Team Managers and Captains

- 14.1 The Directors in conjunction with the Director of Hockey shall have the authority to appoint (and/or dismiss) the Ladies and Men's Section Head Coaches.
- 14.2 Selection of other Coaches, Team Captains and Managers shall be the responsibility of the respective Ladies and Men's Playing Committees led by the respective Section Club Captains. The Section Captains, in conjunction with the respective Team Captains and Coaches shall at the last Playing Committee Meeting (PCM) of the season prepare a list of prospective Team Captains, Managers and Coaches for the subsequent season for submission to the Board of Directors for ratification.
- 14.3 The Board of Directors shall be responsible for ratifying the proposed nominations prior to the start of the next season but no later than the 1st September of that year.
- 14.4 Where a team has a properly appointed Team Coach the selection of that Team's Captain shall be the responsibility of the Team Coach in conjunction with the senior members of that team.

15 Team Selection

- 15.1 Team Selection shall be in accordance with BHC's Selection Policy. The Director of Hockey in conjunction with the respective Section Captains shall be responsible for ensuring that all coaches, captains and team managers are familiar with and implement the guidelines set out within it.