

Club Rules for Novocastrians RFC

These Rules of the Club are made pursuant to the Club's Articles of Association. The terms used shall have the same meaning as in the Articles of Association. The Rules should also be read in conjunction with the Articles which contain more detailed provisions. Where there is any inconsistency between these Rules and the Articles of Association, the provisions of the Articles of Association shall prevail.

The Board will be the principal body by which the Club will manage its activities, including the approval of policy and decision-making. Subject to Article 33.1 any matters to be decided by the Board may be approved by a simple majority vote of those attending, subject to the meeting being quorate and with the Chair of the meeting having a deciding vote in terms of settling any tie.

The Board will comprise a minimum of nine and a maximum of eighteen members. With the exception of the President and Deputy President, membership of the Board shall be subject to annual election by the voting membership in accordance with these Rules and the Articles. At all times the Board will include the Statutory Board which will comprise at least four of the elected roles of Chair; Vice Chair; Treasurer; Secretary; President and Deputy President who will be elected in accordance with Article 19. The individuals elected to the Statutory Board will be required to fulfill the role of Statutory Directors for purposes of The Companies Act 2006.

While the Club will generally manage its affairs on the usual basis of collective decision-making by the Board, in case of any matters where, in the view of the Board, a decision becomes unduly delayed or contentious in such a manner as to cause risk of harm arising to the wider interests of the Club, the Board itself may decide by a simple majority vote to refer the matter in question for a final decision to be taken by the Statutory Board which will then act as the final arbiter and decision maker in the matter.

1. The Club will follow and adhere to the playing rules of the RFU and World Rugby.
2. The Club will be affiliated to the Northumberland Rugby Union
3. No member shall be paid any salary, bonus, fee or other remuneration for playing for the Club
4. The playing kit of the club shall be shirts with white, red, white, black hoops of 2 inch width with matching socks and white shorts

5. Memberships

5.1 Membership of the Club shall be open to anyone on application regardless of sex, age, disability, ethnicity, nationality, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. The Board may refuse membership, or remove it, only for reasonable cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against a refusal or removal of membership shall be in accordance with the Articles of the Club.

5.2 The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating in activities of the Club. Membership of the Club shall consist of the following categories:-

- a) Player
- b) Associate / Vice-President / Life-member
- c) Junior
- d) Social
- e) Car-parking

5.3 Only members in categories a) and b) will be entitled to voting rights at the General Meetings of the Club.

5.4 Members of all categories are responsible to provide up to date contact information to the Membership Secretary who will arrange for submission of the annual returns update via RFU GMS and/or whichever data management system the Board may deem appropriate for general Club purposes from time to time.

5.5 The annual membership subscriptions shall be determined from time to time at the Annual General Meeting or by the Board. The Board has the authority to increase subscriptions annually by a maximum of 25% without reference to or approval by a General Meeting. The subscription entitles a member to all privileges of the relevant category of membership of the Club and subject to any qualifications.

5.6 Subscriptions for all categories of membership are to be paid by direct debit or by annual payment in full at the prescribed rate from time to time. If any subscription should remain unpaid for a period of four months then the membership of any relevant individual may be terminated at the sole discretion of the Board and without further notice

6. The President and past presidents shall meet to nominate an individual to undertake the role of President, who shall be proposed to the Board for approval. The accepted nominee will then require to be elected by a majority vote of Club Voting Members at a General Meeting.

7. Vice-Presidents shall be elected at a General Meeting of the Club and only on the recommendation of the Board. Their election shall be for the duration of their membership of the Club unless otherwise determined by a majority of not less than two-thirds of the voting members present at any General Meeting. The honour of Vice-President shall be accorded to members whom it is deemed have rendered valuable services to the Club.

8. Any member intending to withdraw from the club shall give the Membership Secretary written notice of their intention to do so.

9. Supply and consumption of alcohol and intoxicating liquor on the Club's premises shall remain under sole control of the Board who shall arrange for the purchase and supply thereof on behalf of the Club. Only alcohol which has been purchased from the Club may be consumed on the premises.

10. At the discretion of the Board and in accordance with the Club's premises license the normal hours during which the Club may be permitted to open for supply of alcohol are:-

Weekdays and Saturdays – 11am – 11pm

Sundays – 12 midday – 10:30pm

Christmas Day & Good Friday – 12 midday – 2:30pm and 5pm – 8:30pm

The clubhouse facilities may be open for general use outwith these times which may may be varied by the Board from time to time and always as permitted within the terms of the Club's licensing

arrangements. Due notice of at least 48 hours should be given by the Board prior to any variation in these times except in the case of exceptional circumstances.

11. On any occasion that the Club may be hosting an event or have accepted sponsorship, the Board may restrict access to one of the bars at its sole discretion and for the duration of any such event

12. A register of members names, addresses and primary email contact information shall be maintained by the Club.

13. No betting or gaming shall be permitted upon the Club's premises and no lottery may be promoted on the Club's behalf unless having received the prior formal approval of the Board

14. Members of all categories must ensure they maintain civil and polite standards of personal conduct in all their dealings with visitors and other Club members and when representing the Club in any of its activities. All members are expected to uphold the core values of the sport and the Club's code of conduct. Any transgression of this requirement may be subject to disciplinary sanction at the discretion of the Board up to and including termination of membership.

15. In the event that the Board considers that a member's membership should be terminated, the Board will ensure that the principles of natural justice are followed.

16. Any tickets purchased through the Club from any allocation received from a National Union or similar body for international and other games shall not be resold or offered outside the membership of the Club and must be returned to the Club if no longer required by their original recipient or their immediate family members.

17. Dogs may only be permitted on the Club premises when kept on a lead and under the close and immediate control of their owner at all times. Dogs may be exercised only on those delineated margins of the grounds which lie outside the main pitch areas and owners are strictly liable for immediately and fully removing any fouling caused by their dog(s). Consent for any dog to visit or remain on the Club's premises may be removed at any time at the sole discretion of the Club's Board.

18. The Board will ensure that a Players' Code of Conduct is prepared and kept under regular review. This Players' Code of Conduct will state the policies and principles by which the Director of Rugby and the Club's coaches will seek to operate their roles and their expectations of the Club's players.

19. Pitch usage

19.1 A suitably structured pitch use diary will be compiled by the Board at the start of each season and implemented to control and manage use of the pitch surfaces as is judged appropriate to fulfil the anticipated demands of use by the Club for its own playing and training purposes. The provisions of this diary may be varied and should remain responsive to prevailing seasonal conditions and the operation of these anticipated demands

19.2 The Board will be responsible for putting in place and overseeing a suitably advised programme of pitch maintenance measures commensurate with the circumstances of the Club's overall playing commitments and ambitions.

19.3 In the event that adverse weather conditions may affect the quality of the playing surfaces to the extent that a cancellation of any scheduled pitch use should be considered, a decision as to whether that pitch use activity should proceed should be

taken by a qualified referee as close to noon as possible on the match day or failing that by the Director of Rugby, Chair or Deputy Chair having due regard to player safety and the priorities of the Club's anticipated overall playing commitments and ambitions.

20. Commercial activities and Employment of staff

20.1 Novocastrians RFC is an amateur Club with modest funding resources and consequently it is essential that costs should be controlled within reasonable levels and that proper value is achieved in all commercially related activities that may be authorised by the Board.

20.2 The Club will always ensure that a proper contract of employment is put in place appropriate to the circumstances of any employed staff and which details clear line management reporting responsibilities.

20.3 A staff handbook will be provided to outline the principal rights and obligations applicable to all employed staff from time to time.