



Bangor Hockey Club



1 Name

The club will be called **BANGOR HOCKEY CLUB** (the Club) and will be affiliated to the **ULSTER HOCKEY UNION**. This will be formed by the joining of Bangor Men's Hockey Club (BMHC) and Bangor Ladies Hockey Club (BLHC) as of **25th May 2021**.

2 Aims and Objectives

The aims and objectives of the Club will be:

- To offer coaching and competitive opportunities in hockey
- To promote the Club within the local community and hockey
- To ensure a duty of care to all members of the Club
- To provide all its services in a way that is fair to everyone

3 Membership

Membership should consist of officers, members and non-playing affiliates of the Club.

All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations and codes of practice that the Club has adopted.

Members will be enrolled in one of the following categories:

- Full member
- Student member (full-time education)
- Youth (under 15 years old)
- Non-Playing affiliate
- Life member
- Restricted Member (maximum 7 matches) - Mens only
- Benchwarmers/Veterans (maximum 8 training sessions and pay per play) - Ladies only

4 Membership Fees

Membership fees will be set annually and agreed by the Management Committee and ratified at the Annual General Meeting (AGM).

- Payment should be made promptly when requested and prior to the 1st October each season, otherwise the player will not be available for selection.
- If not paid in full, members may enter into a monthly payment arrangement prior to the 1st October as set out by the Honorary Treasurer from the most recent AGM.
- Any member not having their subscription paid for the current season renders themselves liable to suspension by the Management Committee.
- The Management Committee shall have the power to fix the subscription for those joining the Club for a period less than the full year.
- A member resigning from the Club must give notice to the Honorary Secretary on or before the 1st October failing which they shall be liable for subscription for the current season. Transfer requests from other clubs will only be confirmed once the current year's subscription is settled in full, and, if applicable, arrears from prior years are settled in full.



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5 Officers of the Club

The Officers of the Club will be:

- President, Chairperson, Honorary Secretaries, Honorary Treasurer, Social Secretary, Junior Club Coordinators, Match Secretaries, Child Safeguarding Officers.
- Officers will be elected annually at the AGM.
- All officers will retire each year with the exception of the President, who is elected for a maximum term of 3 years.
- The AGM will ensure roles within the committee are filled with representatives from both the mens and ladies teams, aiming for but not limited to a 50/50 split across roles.

6 Management Committee

The Club will be managed through the Management Committee consisting of:

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|------------------------------------|---|
| 1. President | ex-officio |
| 2. Chairperson | these posts carry the right to vote at Management Committee meetings |
| 3. Honorary Secretary | these posts carry the right to vote at Management Committee meetings |
| 4. *Honorary Treasurer (x2) | these posts carry the right to vote at Management Committee meetings |
| 5. Social Secretary (x2) | these posts carry the right to vote at Management Committee meetings |
| 6. Junior Club Coordinator (x2) | these posts carry the right to vote at Management Committee meetings |
| 7. Match Secretary (x2) | these posts carry the right to vote at Management Committee meetings |
| 8. Child Safeguarding Officer (x2) | Each gender represented. these posts carry the right to vote at Management Committee meetings |

- *Honorary Treasurer will reduce to 1 position in Year 2 of the club operating subject to agreement from the committee.
- The Management Committee will be convened by the Honorary Secretary and hold no less than **9 MEETINGS** per year.
- The quorum required for business to be agreed at Management Committee meetings will be: **4 and must be a mix of male and female attendees**
- Any proposal by an Officer of the Club shall be debated by the Management Committee and if necessary a ballot called. The proposal shall be passed by majority. In the event of a tied vote the Chairperson shall have the casting vote.
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the Club.
- The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.
- The Management Committee will have powers to make bye-laws not inconsistent with these rules and to impose penalties for their violation. Such bye-laws shall be binding until altered or repealed by the Management Committee or at AGM.
- The Management Committee shall be the sole interpreters of the rules and may deal with any matter not provided for therein.
- The Management Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution.
 - The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.
- The Honorary Secretary shall conduct the general correspondence of the Club including the calling of all Management Committee meetings, AGM and SGM (if required). They shall keep full and correct minutes of proceedings at all meetings.
- The Director of Hockey shall be responsible for all correspondence relating to 1st XI coaches, fixtures, teams and pitches.
- The Honorary Treasurer shall keep correct accounts and books showing receipts and disbursements of the Club and submit a report of the financial position of the Club at each Management Committee meeting and at the AGM.



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7 Finance

- All Club monies will be banked in an account held in the name of the Club.
- The Honorary Treasurer will be responsible for the finances of the Club.
- The financial year of the Club will end on **30 APRIL**.
- A statement of annual accounts, independently verified, will be presented by the Honorary Treasurer at the AGM.
- Any cheques/electronic payments drawn against Club funds should hold the signatures of at least two officers.

8 Annual General Meetings

- Notice of AGMs will be given by the Honorary Secretary, with not less than 28 clear days' notice to be given to all members.
- The AGM will receive a report from officers of the Management Committee including a statement of the Club financial accounts.
- Nominations for officers of the Management Committee are to be sent to the Honorary Secretary prior to the AGM.
- Elections of officers of the Management Committee, team Captains and Designated Safeguarding Officer(s) are to take place at the AGM.
- All members, including non-playing affiliates, have the right to vote at the AGM.
- In the event of a vacancy occurring amongst the Management Committee, the Management Committee shall have the power to appoint a successor, who shall hold office until the next AGM.
- The quorum for AGMs will be **15**.
- The Management Committee has the right to call Special General Meetings (SGMs) outside the AGM.
 - Procedures for SGMs will be the same as for the AGM.
- Any member wishing to bring forward a motion dealing with the rules or with business of a constitutional nature shall give written notice to the Honorary Secretary not later than 21 days prior to the AGM, who shall insert such proposals into the agenda of the meeting and issue to members not later than 14 days prior to the meeting.

9 Safeguarding Members

- The Club is fully committed to safeguarding the wellbeing of its members.
- Every individual in the Club should, at all times, show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the organisation and the guidelines provided by our governing body and contained in the [UHU Code of Ethics](#) and [Good Practice for Children's Sport](#).
- The Club expects member to follow Ulster hockey's [Code of Conduct](#) which provides further guidelines to its members
- The Club's Designated Safeguarding Officers are **Peter Hopkins and Caralyn Scales** and the Club's Policy is available on the Club website(s)

10 Equal Opportunity Policy

- This Club is committed to ensuring that equality is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport Northern Ireland definition of sports equality:

Sports equality is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society, _

- The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The Club will deal with any incidence of discriminatory behaviour seriously, according to Club disciplinary procedures.
- Please refer to the Club's Equal Opportunity Policy for more information (available on Club website).



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11 Playing Kit

- The playing colours for men's teams shall be gold and blue shirts, navy socks and navy shorts.
- The playing colours for ladies teams shall be gold and blue shirts, blue socks and blue skorts.
- Any changes to the playing colours may only be changed through agreement by a majority vote at an AGM or SGM.

12 Discipline and Appeals

- All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the Club's safeguarding children and young people Policy and procedures.
- The Club's Designated Safeguarding Officers are the lead contact for all members in the event of any safeguarding concerns.
- The Club follows the Irish Hockey Association's commitment to the Irish Sports Council's (ISC) Anti-Doping Policies and the ISC in turn operates within the WADA guidelines. The lists of prescribed drugs are updated annually and the recent updates from WADA can be found at <https://www.sportireland.ie/anti-doping-rules>
- Any complaints regarding the behaviour of members should be presented and submitted in writing to the Honorary Secretary.
 - The Management Committee will meet to hear complaints within **21 days** of a complaint being lodged.
 - Notwithstanding any written complaint being received, the Management Committee shall have the power to instigate disciplinary action against any member the Committee believes has breached the Code of Conduct, or has brought the Club into disrepute.
 - The Management Committee has the power to take appropriate disciplinary action including, but not limited to, temporary suspension from selection or termination of membership.
 - The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint, where appropriate, and the member subject to the hearing, within **7 days** of the hearing.
 - There will be the right of appeal to the Management Committee following disciplinary action being announced. The Management Committee should consider the appeal within **7 days** of the Secretary receiving the appeal. Members subject to disciplinary action may ask that a panel of members, not previously involved in the disciplinary hearing, decide on the appeal.
 - Where applicable, outside agencies will be informed at the appropriate time.

13 Dissolution

- A resolution to dissolve the Club can only be passed at an AGM or SGM through a majority vote of the membership.
- In the event of dissolution, any assets of the Club that remain shall be disbursed in a manner agreed at AGM.

14 Amendments to the Constitution

- The constitution will only be changed through agreement by majority vote from those attending at an AGM or SGM.

Last Updated - April 2021

- *gender neutral throughout*
- *all linked policies and procedures have been updated to UH links and/or amalgamated*
- *committee make-up agreed and noted - including any gender split*