

ROTHERFIELD FOOTBALL CLUB

FOUNDED 1893

Affiliated to the Sussex F.A.

Club Rules

1. The name of the club shall be Rotherfield Football Club. The Junior section shall be known as Rotherfield Junior Football Club.
2. The address of the club shall be “The Pavilion, The Recreation Ground, Rotherfield, East Sussex, TN6 3LX.
3. The objective of the club shall be to provide facilities for and promote the participation of the whole community in the sport of football and the club shall be part of the Rotherfield Sports Club. The club and its members shall therefore be subject to the rules of the Rotherfield Sports Club.
4. (a) The Club shall be comprised of two sections: Seniors (to include Veterans where demand requires) and Juniors. Each section shall be under the management of a Committee of Officers, each comprising: an elected Chairman; an elected Secretary; an elected Treasurer; an elected Welfare Officer; and such other elected officers as are deemed necessary to effectively carry out the running of the section; to a maximum of ten Officers total for each section, none of whom need be members of the Club.

(b) Each Committee has the right to invite any member to attend its meetings on a regular or occasional basis and to take part therein as the Committee shall think fit. Such persons shall not, however, have any right to vote at the meetings.

(c) The officers of each committee shall be elected annually at an Annual General Meeting they shall go out of office at the conclusion of the next Annual General Meeting and shall be eligible for re-election. Any vacancies occurring in any of the offices may be filled by the relevant Committee from time to time. Any of the Officers elected at a General meeting shall be removable at any time by a majority of two thirds of the members present and voting at a Special General Meeting called for that purpose.
5. Each Secretary shall act on the instructions of their Committee and shall among other things keep a roll of members, maintain a record of any members who have debts owing to the club, shall summon the prescribed periodic meetings by written notice and shall take and maintain minutes of all meetings of the committee and of the Club.
6. Each Treasurer shall act on the instructions of their Committee and shall among other things maintain adequate financial records at all times and shall prepare annual accounts for submission to the Annual General Meeting for the year up until the end of May. Each Treasurer will arrange for the accounts of their section to be independently audited after they have been accepted at the AGM.
7. Membership of the club shall be defined as all Honorary Members plus persons who have completed an appropriate signing on process for the leagues to which the teams of the club are affiliated and/or have paid their membership fee to the club. Such fees will be set at the Annual General Meeting and rates will be applied for payment before the 01 November and a higher rate

- for payment after that date in the year of the AGM. The Secretary shall record persons who do not pay their membership fee by the end of December in the year of the AGM as owing a debt to the Club. Such debtors may be notified to the Sussex FA at the discretion of the Committee. Membership of the Club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of football as a particular sport.
8. The Club may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or Sport into disrepute. Appeal against such a decision may be made to the Club's members and decided by a majority vote.
 9. Each Committee shall have the power to levy a match fee on all members of its section including Honorary Members and others who may represent the club in its objectives. This levy may be set and varied by the Committee at any time in the interests of the Club's affairs. Team managers shall notify members who owe match fees to the club in excess of £15.00 to the Secretary and these persons shall be recorded by the Secretary as owing a debt to the club. Such debtors may be notified to the Sussex FA at the discretion of the Committee.
 10. Each Committee shall have the power to elect Honorary Members provided that such Honorary Members shall not exceed one tenth of the Membership of the section. Each Secretary shall maintain a record of Honorary Members.
 11. An Annual General Meeting shall be held once a year on no less than 14 days notice publicised on the Rotherfield Sports Club notice boards within the Pavilion and in the Village Square, and on the Club's website. No more than 15 months shall elapse without such a meeting. Six members present shall constitute a quorum. A Special General Meeting may be convened at any time by a Committee or upon a written request to the Secretary signed by a minimum of ten members. This shall be held within 28 days of notice being given to the Secretary, and 7 days clear notice shall be given to the members in the same manner as described above for the AGM.
 12. Any case of misconduct by a club member either on the club premises or whilst participating or watching a match in which one of the Club's teams is participating may be dealt with on the spot by any two members of the relevant Committee who shall have the power to suspend or exclude the member for up to 48 hours and shall immediately report to their Committee. Each Committee shall have the power, by majority vote, to suspend or exclude from membership any person found guilty of misconduct or whose continued membership of the club is not, in their opinion, in the interests of the club. A member shall not be suspended or excluded by a Committee unless he is given 14 days written notice to attend a meeting of that Committee, is given written details of the complaint against him, and is given the opportunity to appear before the Committee to answer such complaints. The member has a right of appeal against the decision of the Committee, in which case such appeal must be made in writing to the Secretary. An Extra-ordinary General Meeting of the members shall be called by giving a minimum of 14 days notice from receipt of the written notice of appeal publicised on the Rotherfield Sports Club Notice Boards within the Pavilion and in the Village Square. The appeal will be heard at this meeting and the decision shall be made by a majority vote of the members present.
 13. Each Committee shall have the power to make, repeal and amend bylaws with respect to the activities of that section of the Club, which shall be binding on all members of that section until set aside by the Committee or by members at a Special General Meeting. These may impose financial penalty on those who fail to abide by its conditions, but such penalties shall be moderated by a maximum that shall be agreed at each Annual General Meeting.
 14. A resolution to dissolve either section of the club or the Club in its entirety shall only be proposed at a Special General Meeting and in order to be effective must be carried by at least three-quarters

- of the members present. The dissolution shall take effect from the date of the resolution and the members of the Committee at the time shall be responsible for the winding up of the affairs of the club. In the event of dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid or distributed among the members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies: (a) a registered charitable organisation(s), (b) another Club which is a registered Community Amateur Sports Club, or (c) the sports national governing body for use by them for related community sports.
15. No person shall be entitled to receive any payment at the expense of the club for services undertaken in respect of the club affairs, other than for expenses incurred in respect of the club affairs for which original receipts shall be provided to the Treasurer to authenticate such expenses. The Income and Property of the Club shall be applied towards promoting the Club's objectives as set forth in this constitution and no portion thereof shall be paid or transferred directly to the members of the club.
 16. The Club adopts The Football Association Codes of Conduct, Child Protection Policies and Procedures, Equal Opportunities and Anti-Discrimination Policy and agrees to abide in full with the conditions contained therein.
 17. These rules shall not be amended, abridged or extended except by a majority of the members present and voting at a special or annual general meeting.