

SOMERSET HOCKEY ASSOCIATION CONSTITUTION



1. Title

The Association shall be called the Somerset Hockey Association ('The Association'). Subject to the rules of England Hockey and the West Hockey Association ('the West') to which it is affiliated. It shall be the governing body for all hockey played within its boundaries as defined below, played to the Rules of the Game authorised by the Hockey Rules Board and the International Hockey Federation or such other rules as are approved from time to time by England Hockey.

2. Aims and Objectives

These shall be to:

- 2.1 promote, develop and encourage all hockey (outdoor, indoor and mixed) for adults, young people and children in clubs and schools;
- 2.2 arrange such competitions as may be approved by the Management Committee of the Association;
- 2.3 select and train squads of players to represent the Association;
- 2.4 organise coaching and maintain and improve standards of coaching and playing;
- 2.5 arrange representative and other matches;
- 2.6 support clubs and schools seeking to improve playing facilities;
- 2.7 maintain and improve the standard of umpiring;
- 2.8 raise funds by any means approved by the Management Committee;
- 2.9 foster friendship between all those interested in the game of hockey;

3. Boundaries

The Boundaries of the Association shall be:

- 3.1 for men's clubs and for the men's section of clubs comprising men and women and for mixed clubs the boundaries of the Administrative County of Somerset at 31 May 1972;
- 3.2 for women and youth only, the boundaries of the Administrative County of Somerset as at 31 May 1972.
- 3.3 Women's Clubs situated in the Somerset areas of North Somerset. Bath and North East Somerset have the right to join the Somerset Hockey Association.

4. Membership

- 4.1 Full membership shall be by affiliation and shall be open to all clubs and schools playing hockey under the Rules referred to in clause 1 above, within the boundaries defined by clause 3 above;
- 4.2 Individual Association Membership shall be open to past players and officers and others interested in hockey in Somerset. Such membership shall be authorised by the Management Committee on application. Such members shall pay a subscription but shall have no voting rights.



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5. General Meetings

5.1 Annual General Meeting

5.1.1 The Annual General Meeting shall be held in each year before the end of May on a date prior to the West AGM and at a venue to be decided by the Management Committee;

5.1.2 Notice of the Annual General Meeting together with;

(a) a copy of the agenda;

(b) a list of nominations for officers and Management Committee;

shall be sent to members of the Executive Committee, Secretaries of each member club and school 21 days before the date of such meeting;

5.1.3 Business to be transacted:

(a) presentation of reports, and accounts by officers;

(b) approval of accounts;

(c) election of officers and members of the Management Committee

(d) determination of affiliation fees and subscriptions for the following season;

(e) any other business at the discretion of the chair of the meeting to be submitted to the Chair prior to the meeting.

5.1.4 No clause of the Constitution shall be amended nor, shall the Association be dissolved, nor shall any resolution passed at a previous General Meeting be rescinded save by a resolution, notice of which shall be given on the Agenda carried by the affirmative vote of at least two-thirds of those present entitled to vote and voting.

5.1.5 Written notice of any proposed alterations to the Constitution shall be received by the Secretary no later than 1st March prior to the Annual General Meeting and shall be accompanied by the name of the proposer and seconder.

5.1.6 Subject to the provisions of Clauses 5.1.4 and 5.1.8 all business at the Annual General Meeting shall be transacted by a simple majority of those present entitled to vote and voting and all motions and nominations shall be proposed and seconded by persons entitled to vote at the meeting.

5.1.7 The Chairman of the Association shall be the chair for the meeting. In his or her absence the meeting shall elect one of the members of the Management Committee present to chair the meeting.

5.1.8 The following, if present at the meeting, shall be entitled to vote;

(a) the officers of the Association and members of the Management Committee;

(b) Life Members;

(c) up to two representatives being one woman and one man from each affiliated club with both men's and women's teams;

(d) one representative from each affiliated club with only women or men players or only a mixed team or teams

(e) one representative from each affiliated school;

No person voting shall cast more than one vote other than the chair of the meeting who may in addition have a casting vote.

5.1.9 Any other member of an affiliated club or an affiliated school or an associate member may attend an Annual General Meeting but shall not be entitled to vote.

5.1.10 Eight persons present and entitled to vote shall form a quorum.

5.2 Special General Meeting

5.2.1 The Secretary shall convene a Special General Meeting at any time:



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- (a) at the request of the Management Committee;
 - (b) upon receiving a motion in writing signed by an officer of at least five affiliated clubs or representatives of at least ten affiliated schools;
- Every motion in writing shall state clearly the reason for such request.

- 5.2.2 A meeting called under 5.2.1 (b) shall be held within six weeks of the receipt of the motion in writing.
- 5.2.3 Fourteen days notice of a Special General Meeting and of all resolutions to be proposed there at shall be given as prescribed by clause 5.1.2. No other business shall be transacted.
- 5.2.4 The provisions of clause 5.1.4 and clauses 5.1.6 to 5.1.10 shall apply to a Special General Meeting.

6. Officers

- 6.1 The officers of the Association shall be:
 - President
 - Chair
 - Secretary
 - Treasurer
- 6.2 The officers and members of the Management Committee shall be elected at an Annual General Meeting and shall hold office until the conclusion of the next following Annual General Meeting. Except as precluded below they shall be eligible for re-election.
- 6.3 If an officer does not complete his or her year of office a replacement shall be appointed by the Management Committee for the remainder of the year.

7. Management Committee

- 7.1 Subject to the overriding powers of a General Meeting the general business of the Association shall be administered by the Management Committee which shall be responsible particularly for:
 - (a) the interface between the Association and the England Hockey and the West.
 - (b) the representation of the Association in dealings with other outside people bodies or organisations.
 - (c) preparing an annual budget for the Association.
 - (d) supervising the workings of any sub-committees of the Association.
- 7.2 The membership of the Management Committee shall be:
 - (a) the Chair
 - (b) the Secretary
 - (c) the Treasurer
 - (d) the Communications Coordinator
 - (e) the Competitions Coordinator
 - (f) the Disciplinary Officer
 - (g) the Umpire Officer
 - (h) the Men's and Women's League Representatives
 - (i) the West Hockey Association Representative
 - (j) the Welfare Officer
 - (k) the Player Pathway Administrator
 - (l) the West Masters Representative
- 7.3 If the Chair is absent, their place shall be taken by one of the Management Officers elected to take the chair for that meeting by voting members present

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- 7.4 Each member shall have one vote irrespective of the number of capacities in which attending other than the Chair who shall also have a casting vote. Decisions shall be by simple majority. and motions and nominations must be proposed and seconded by those present and entitled to vote.
- 7.5 Five voting members shall form a quorum.
- 7.6 The Management Committee has the power to form Sub-Committees as they perceive necessary.
- 7.7 The Management Committee has the power to co-opt any person onto the Committee. They may also invite any person to attend for all or part of a meeting. Such persons shall not be entitled to vote.
- 7.8 The Management Committee shall meet at least four times a year on dates to be notified in advance.

8. Playing Qualifications

- 8.1 To be eligible for selection for representative games all players must comply with the qualification standards laid down by England Hockey.

9. Finance

- 9.1 The income of the Association shall be derived from affiliation fees and subscriptions of members and subject to the approval of the Management Committee from any other appropriate source. Such income shall be used for the furtherance of the aims and objectives of the Association as defined in this Constitution and for such other purposes as a General Meeting or the Management Committee may determine.
- 9.2 Affiliation fees shall be determined by the Annual General Meeting and shall be due by 31st September in each year.
- 9.3 The Income and Expenditure Account and the Balance Sheets shall be made up to 31 March in each year and shall be checked. They shall be presented for approval at the Annual General Meeting.

10. Conduct

The code governing the conduct of all players, coaches, managers, umpires and officials and regulations governing contracts shall be as prescribed in the Constitution of England Hockey.

11. Disciplinary Measures

- 11.1 The Disciplinary Code of England Hockey shall apply.
- 11.2 The Disciplinary Officer of the Association shall be responsible for administering the Code and if required under the terms of the Code convene a meeting of the Deputy Disciplinary Officer and any others as required.
- 11.3 The Disciplinary Committee shall comprise the Disciplinary Officer and two members from a panel of six who will be members of the Association's Management Committee.

12. Indemnity

The Association shall indemnify each of its officers and officials against any claim which may arise from any action taken with the authority of the Association. For this clause an "official"





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shall be deemed to be any person serving on a committee or subcommittee of the Association or in a coaching capacity for or on behalf of the Association.

13. Dissolution

On a resolution being passed by a General Meeting to dissolve the Association the Management Committee shall realise the assets of the Association and shall make provision for its liabilities. The remaining assets at the date of dissolution shall be distributed in such manner as determined by a General Meeting or if such meeting so decided by the Management Committee.

14. Matters not covered by the Constitution

The Management Committee shall have power to act on any matter on which the constitution is silent, but action shall be taken at the next General Meeting to ratify the action which has been taken.

Signed:		Position:	Secretary	Date:	19-6-18
Signed:		Position:	TREASURER	Date:	19.6.18
Signed:		Position:	CHAIRPERSON	Date:	19/6/18

