

HIGHFIELD RANGERS **CONSTITUTION**

1. NAME OF ORGANISATION

The Organisation shall be known and referred to as “Highfield Rangers” of 443 Gleneagles Avenue, Rushey Mead, Leicester. LE4 7YJ.

2. OBJECT

The Organisation shall have the following objectives:

- (a) To advance in life and help young people through:
 - (i) The provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life.
 - (ii) Providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- (b) Provide recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.
- (c) The promotion of community participation in healthy recreation in particular by the provision of facilities for the playing of sports.

3. MEMBERSHIP

- (a) Membership shall be open to all persons interested in the designated activities in the area of the City of Leicester and the County of Leicestershire.
- (b) Every candidate for membership shall submit application to the secretary of the Organisation who shall cause the full name and address of the applicant to be exhibited prominently in its building in a part frequented by the members for a period of at least 2 days before his/her election as a member. Until the candidate is elected as a member he/she shall not be entitled to any privileges of the Organisation. Candidates for membership shall be elected by the committee at its sole discretion by majority vote at a committee meeting.
- (c) The membership of any person shall cease automatically within three months of their subscription becoming due (which unless otherwise stipulated shall be for a period of 12 months from the date of their enrolment) or where by a majority resolution of all its members, the Organisation shall require a person to resign or direct that such a person shall be expelled from the Organisation. Any member of

the Organisation so expelled may appeal to the committee on fourteen days written notice.

- (d) A member shall be at liberty at any time to resign his or her membership upon giving notice in writing thereof to the secretary but in any such event such a member shall not be entitled to a refund to any membership subscription already paid.
- (e) Any member who completes 20 years unbroken membership or any other period specified by an Annual General Meeting will be entitled to life membership.

4. MEETINGS

- (a) The committee of the Organisation shall meet at least four times a year and its Annual General Meeting shall be held not later than 30th June in each year.
- (b) At the Annual General Meeting every fully paid up member shall be entitled to attend and to vote thereat and to elect a committee for the Organisation for the following 12 months.
- (c) Special meetings of the full membership may be convened by the chairman at the request of the committee whenever the committee shall deem it necessary or upon the application of not less than one third of the members of the Organisation application for such a meeting must be made in writing to the committee signed by the said number of members. The chairman will then call a meeting upon not less than 14 days notice.
- (d) Fourteen days notice in writing of the Annual General Meeting and of any special meeting shall be given by the secretary to all members and no business shall be transacted thereat unless there is a quorum of at least one third of all fully paid up members present.
- (e) Any member may raise at a special meeting or Annual General Meeting any item for discussion provided at least seven days notice in writing shall have been given in respect thereof to the secretary.
- (f) The Annual General Meeting will receive the committee's report and independently audited accounts of the preceding year and if appropriate accept such report and reappoint appropriate auditors and officers.
- (g) Fifteen months shall not elapse without a general meeting being held.

5. COMMITTEE

- (a) The committee of the Organisation shall exercise all powers of the Organisation and shall be responsible for the active pursuit of the objects of the Organisation.
- (b) The committee shall consist of a President (who shall be president of the Organisation), a Chairman (who shall be Chairman of the Organisation), a Secretary, a Treasurer, Vice Chairman, Vice treasurer and such other members as the Organisation shall from time to time determine.

- (c) The committee shall be appointed each year at the Annual General Meeting. The committee members shall be appointed for a period of one year but retiring members shall be eligible for re-election. Officers elected to the committee shall serve for a period of two years. The committee shall consist of the officers referred to in paragraph 5 (b) above and 8 elected members. A majority of members attending and voting will be required if there are more candidates for posts on the committee than vacancies. Any person appointed by the committee to fill any vacancy shall have equal voting rights at committee meetings.

A nomination paper shall be posted in the Organisation at least 10 days before the meeting on which any member of the Organisation (who is willing and has assented to serve) may be nominated as a candidate for the committee and every such nomination shall be signed by the candidate proposer and seconder. If there are more candidates than vacant places on the committee then an election shall take place by ballot at the meeting.

The committee shall have power to appoint a member to fill any casual vacancy on the committee until the next Annual General meeting when he/she shall be eligible for re-election to the committee

- (d) The full membership of the Organisation shall elect a President, a Chairman, a Secretary and a treasurer of the Organisation and such officers when elected shall automatically become members of the committee. The term of office shall be for two years for such officers.
- (e) The committee shall appoint two of its members one of whom shall be the Treasurer to be trustees of the Organisation.
- (f) The committee shall meet at least four times a year and on such other occasions as the committee may from time to time in their absolute discretion so determine.
- (g) A quorum of the meeting of the committee shall be not less than four members. If a quorum cannot be formed at the time and place of the meeting then the meeting will be re-convened on the next available date not more than seven days from the date of the original meeting.
- (h) The committee shall have power to invite to its meeting from time to time an individual or group of persons who are not members of the organization.
- (i) The committee may delegate all or any of its powers to sub committees to be appointed by them from amongst its members should they deem it appropriate. The committee may authorise such sub committees to co-opt as members any individuals who are qualified to further the objects of the Organisation but such co-opted persons shall be subject to election at the next Annual General Meeting following such co-option.
- (j) The proceedings of the committee shall not be invalidated by any failure to appoint or any defect in the appointment or election of any member.
- (k) The purchase for the Organisation and the supply by the Organisation of intoxicating liquor shall be in the absolute discretion of a sub-committee entitled "The Wine Bar Committee" which shall consist of not less than three members of the general committee. In the event of any member of the wine bar committee for any reason ceasing to be a member of the Organisation he shall automatically

cease to be a member of the Wine Bar sub committee and a member of the committee shall be appointed in his place.

- (l) All members of the committee shall be a minimum of 18 years of age and must not be either employees of or immediate relatives to employees of the Organisation.
- (m) Minutes of all meetings shall be taken and retained by the Secretary and all correspondence or notices to the Organisation should be addressed to the Secretary at Highfield Rangers, 443 Gleneagles Avenue, Rushey Mead, Leicester. LE4 7YJ.
- (n) For the better conduct and control of the Organisation a member of the management committee will cease to act as such and his/her office will become immediately vacant and open for re-election, or temporary appointment (under the provisions of paragraph 5 (c) above), if at any time a committee member fails to attend 3 consecutive meetings of which he or she had due notice or if at any meeting duly convened a committee member withdraws without leave of the chairman of the meeting.
- (o) An up to date registration of members will be kept by the committee
- (p) The chairman of the organisation shall accept correspondence on behalf of the Organisation.
- (q) The management committee of the Organisation shall undertake the day to day running of the Organisation. From time to time the committee shall appoint one or more of the members to carry out specific supervisory details. Any failure to undertake such duties may result in appropriate disciplinary action being taken which may include removal from the management committee and replacement under the provisions of paragraph 5 (c) above.

6. FINANCE

- (a) The Organisation may accept or raise money for any of its objects by means of grant from the central and local government or from affiliation fee's, donations, legacies, subscriptions and from any other source whatsoever and by promoting activities whether of a sporting or social nature.
- (b) No person shall at any time be entitled to receive at the expense of the Organisation (or any member thereof) any commission percentage or similar payment on or with the reference to purchases of intoxicating liquor by the Organisation: nor shall any person directly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Organisation to members or guests apart from any benefit accruing to the Organisation as a whole and apart also from any benefit which a person derives indirectly by reason of the supply giving rise to or contributing to a general gain from the carrying on of the Organisation.
- (c) All monies received shall be notified to the Treasurer and be applied by the committee in furthering all or any of the objects of the Organisation and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise so as to result in a pecuniary gain or profit to any

- member of the Organisation inless such members are contractually engaged to undertake work for the Organisation.
- (d) Nothing mentioned in the paragraph above shall prevent payment of authorised expenses to a member of the Organisation in respect of work lawfully incurred on behalf of the Organisation and shall also not prevent the proper payment of out of pocket expense incurred by such member on behalf of any authorized activity of the Organisation.
 - (e) “Authorised Expenses” shall mean expenses approved by simple majority of the committee to be paid in that particular instance to a particular member.
 - (f) The financial year of the Organisation shall end on the 30th April each year.
 - (g) At the end of each financial year an account shall be prepared and made available to all members not less than seven days before the date of the Annual General Meeting.
 - (h) The Treasurer will be responsible for keeping proper accounts and all money received by him on behalf of the Organisation.
 - (i) The Organisation shall vest any assets whether of a real or personal nature for the time being belonging to the names of the trustee’s for the time being of the Organisation.

7. VISITING TEAMS AND THEIR OFFICIALS

There may be admitted to the Organisation’s registered premises persons other than members of their guests and intoxicating liquor may be sold to such persons by or on behalf of the Organisation for consumption on the premises and not elsewhere. This category is restricted to members to visiting teams and their officials.

8. ALTERATIONS TO CONSTITUTION

The constitution of the Organisation may be altered or added to by resolution of the committee subject to the committee obtaining approval to such alteration or addition at a special general meeting of the members.

The constitution of the Organisation may be altered or added to by resolution passed at a special general meeting of the Organisation called by its members under the provisions of paragraph 4 (c) of this constitution.

The Secretary shall within 28 days of the making of any such alteration or addition give written notice of such alteration or addition to the Chief Officer of Police, the Clerk to the Local Authority and the Clerk to the Magistrates Court for the district of the Organisation.

9. LIMITATION OF LIABILITY

It shall be a condition of membership that neither the members of the Organisation or its officers, committee or employees shall be liable to any member of the Organisation for any loss or damage caused in connection with any activity of the Organisation by reason of any act or neglect of any member of the Organisation, Officer member of the committee or employee. The Organisation shall not accept responsibility for injury damage to or theft of personal property sustained by any member of the Organisation whilst taking part in the activities of the Organisation or at any other time.

Any authorised contract made by or on behalf of the Organisation with any member or third party shall be limited to the assets of the Organisation and shall not attach to any individual members estate whether real or personal

10. TEMPORARY MEMBERS

The committee shall be empowered to elect temporary members of the Organisation who shall be members of other sporting organizations or associations within the county of Leicester on such terms and at subscriptions as they shall by resolution decide but no such member shall be elected or re-elected for a period that shall exceed in all one month and Rule 3 hereof shall apply to the election of such members. The numbers of temporary members shall at no time exceed one/tenth of the membership of the Organisation (excluding such temporary members).

11. GUESTS

Any member shall be entitled to introduce guests to the Organisation (subject to a maximum of three guests at any one time) provided that no person whose application for membership has been declined or who has been expelled from the Organisation shall be introduced as a guest. The member introducing a guest shall enter the name and address of the guest together with his own name in a book which shall be kept at the Organisation's building.

12. LICENSING HOURS

The permitted hours for the supply of intoxicating liquor shall be the licensing hours for the petty sessional division of the City of Leicester save and except that with the permission of the Magistrates for the City of Leicester the normal licensing hours for the Organisation's building. The Organisation shall be at liberty on any special occasion to apply for an extension to the said licensing hours upon the criteria laid down in the Licensing Act 1964.

13. EVENT DAY

The Organisation premises may open to members of the public on not more than twelve occasions in any one calendar year. Intoxicating liquor may be sold by the Organisation to members of the public on such occasions. Prior notice of each open date will be given to the Leicestershire constabulary.

14. DISSOLUTION

- (a) If at any General Meeting of the Organisation, a resolution be passed calling for the dissolution of the Organisation, the Secretary shall immediately convene a special General Meeting of the Organisation to be held not less than one month thereafter to discuss and vote on the resolution.
- (b) If at that Special general meeting, the resolution is carried by at least two-thirds of the full members present at the meeting, the general committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realize the assets of the Organisation and discharge all debts and liabilities of the Organisation.
- (c) After discharging all debts and liabilities of the Organisation, the remaining assets shall not be paid or distributed amongst the Full Members of the Organisation, but shall be given or transferred to some other voluntary Organisation having objects similar to those of the Organisation.