



Morpeth Hockey Club Constitution

Document Control

VERSION	DATE	NAME	DETAILS
V1	May 2025	M.Bott	1st Approved Version
v2	May 2026	G Jorgenson	Proposed

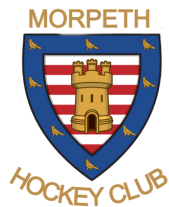


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1.0 Name of Club

1.1. The club will be called *Morpeth Hockey Club* (Hereinafter will be referred to as The Club), and may also be known as *MHC*. *Morpeth Hockey Club* will be affiliated to the National Governing Body, *England Hockey*.

2.0 Aims and Objectives

2.1. The aims and objectives of the club will be:

2.1.1. The recruitment and development of children, young people and adults into the sport of hockey as players, leaders/coaches, umpires and administrators for all to reach their maximum potential.

2.1.1. The provision of playing, leading/coaching, umpiring and administrative opportunities at a participation, development and performance level.

2.1.3. To provide equality of opportunity across all areas of the club.

2.1.4. To provide a safe, effective and child friendly environment in which to play and learn hockey

2.1.5. To play and compete at the highest possible level.

2.1.6. To promote the club within the local community and hockey

2.1.7. To ensure a duty of care to all members of the club and provide a clear and concise pathway of communication.

2.1.8. To manage the *rental and maintenance of the hockey pitch and its assets*.

2.1.9. *To ensure the efficient operation of the Hockey Club on a day to day basis*

2.1.10

3.0 Membership

3.1. Membership of the club is open to anyone interested in promoting, coaching, volunteering or participating in hockey, regardless of sex, age, disability, gender, ethnicity, nationality, sexual orientation, religion or other beliefs.



3.2. Morpeth Hockey members will be members of Morpeth Cricket, Hockey and Tennis Club and will be bound by both MHC and MCHTC rules, these rules may only be amended by a General Meeting.

3.3. Playing membership is open to all individuals. Social Membership is open to individuals of any age. Membership is subject to the completion of a membership form, parental consent (when under 18) and the payment of appropriate fees.

3.4 The membership shall consist of the following categories:

3.4.1. Senior Playing membership – Open to those members aged 18 or over, who are willing to take part in the sporting activities of the Hockey Club, on payment of the appropriate subscription as determined at the section AGM.

3.4.2. Concession Membership - As Senior Membership, but for those members receiving full time education, apprenticeship, unemployed or retired. To be determined by the elected committee.

3.4.3. Junior Membership – Shall be confined to those members under the age of 18 years of age on the 1st September on payment of the appropriate subscription as determined at the section AGM. Such members do not have the right to vote at an AGM/EGM, except for the position of Junior Representative.

3.4.4. Social Membership – For non-playing members on payment of appropriate subscription as determined at the section AGM. Such members do not have the right to vote at an AGM/EGM

3.5. 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.

3.6. Members in each category will pay membership fees, as determined at the Annual General Meeting.

3.7. Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club committee.



4.0 Sports Equity

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

Sports equity is about fairness in sport, equality of access, recognizing 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.

4.2. The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of sex, age, ability, gender, ethnicity, nationality, sexual orientation, religious belief, or social/economic status.

4.2.1. The Club is committed to everyone having the right to enjoy their sport in an environment free from the threat of intimidation, harassment and abuse.

4.2.2. All club members have a responsibility to oppose discriminatory behavior and promote equality of opportunity.

4.2.3. The Club will deal with any incident of discriminatory behavior seriously, according to club disciplinary procedures.

5.0 Committee

5.1 The affairs of the Club shall be managed by the Executive Committee of MHC with a minimum of four supporting sub committees, that must include fundraising, Junior Committee, Mens Playing, Ladies Playing, except for matters reserved for the club in the Annual General Meeting

5.2. Morpeth HC Executive Committee will consist of:

- Chair
- Men's Vice
- Ladies Vice
- Treasurer
- Secretary
- Fixtures Secretary
- Junior Chair
- Junior Representative



Communication Officer
Facilities Manager
Development Officer

5.3. The Structure of the sub-committees to be determined by MHC Executive Committee and may include non elected officials

5.4 Further to Committee positions, there are non Executive committee positions required for the club to operate. These positions are:

Mens Club Captain
Ladies Club Captain
Team Captains
Umpire Development & Liaison Officer
Social Event Secretaries
Webmaster
Female Welfare Officer
Male Welfare Officer
Junior Treasurer

5.5. All Elected Officials of Morpeth HC must be fully paid up members of the Club and will be subject to a DBS check prior to taking up their position.

5.6. The term of office shall be for one year, and club officials shall be eligible for re-election.

5.7. If the post of any officer or ordinary committee member should fall vacant after such an election, the Executive Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

5.8. The Executive Committee will be responsible for adopting new policies, codes of practice and rules that affect the organisation and running of the club.

5.9 MHC Executive committee may co-opt additional members onto the committee as appropriate.

5.10. The Executive committee meetings will be convened by the Secretary of the Club and be held no less than 4 times per year.

5.10.1 Only current elected committee members will have voting rights at Executive committee meetings.



5.10.2. The quorum required for business to be agreed at Executive Committee meetings will be 60%

6.0 Finances

6.1. The club treasurer will be responsible for the finances of the club.

6.2. The financial year of the club will run from *1st April* and end on *31st March*

6.3. All club monies will be banked in an account held in the name of the club.

6.4. A statement of annual accounts will be presented by the treasurer at the Annual General Meeting.

6.5. Subscription & Match Fee charges for the club shall be agreed at the Annual General Meeting.

6.6. Annual Subscriptions are due for payment before 31st October. Players who have not paid annual subscriptions by 31st October shall only be eligible to play at the discretion of the MHC Committee.

6.7. The Committee may authorise a reduced payment in appropriate circumstances. In the case of new members joining during a playing year, a pro-rata subscription will be payable .

7.0 Annual General Meetings and Extraordinary General Meetings

7.1. General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.

7.2. The Club shall hold the Annual General Meeting (AGM) in the month of *May* to:

7.2.1. Approve the minutes of the previous year's AGM.

7.2.2. Receive reports from the Chair.

7.2.3. Receive a report from the Treasurer and approve the Annual Accounts.

7.2.4. Receive reports from Team Captains.

7.2.5. Elect the officers of the Club.



7.2.6. Agree the Annual Subscriptions and Match fees for the following year.

7.2.7. Consider any proposed changes to the Constitution.

7.2.8. Deal with other relevant business.

7.3 Notice of the AGM will be given by the club secretary with at least 28 days' notice to be given to all members.

7.4. Nominations for officers of the club will be sent to the secretary prior to the AGM, who shall circulate the nominations at least 14 days before an AGM

7.5. Proposed changes to the constitution shall be sent to the secretary prior to the AGM, who shall circulate them at least 14 days before an AGM.

7.6. All members who have paid in full, their appropriate Annual Subscriptions are entitled to vote, with the exceptions stated in Rule 3.4

7.7. The quorum for AGMs will be no less than 10 members

7.8. Where there is more than one member nominated and proposed for a position. Voting should be done by written ballot. In the event of a tie, the Chair will have the casting vote.

7.9. An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. The Executive committee shall also have the power to call an EGM by decision of a simple majority of the committee members.

7.10. All procedures shall follow those outlined above for AGMs.

8.0 Amendments to the constitution

8.1. The constitution will only be changed through agreement by a vote consisting of a majority of two thirds or more of members entitled to vote present at an AGM or EGM.

9.0 Discipline and appeals

9.1. All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people, or adults at risk, will be recorded and responded to swiftly and appropriately in accordance with the club's child /adult protection policy and procedures. The Club Welfare Officers are the lead contacts for all members in the event of any concerns.



9.2. The discipline committee will consist of the Chair, Men's Vice Chair and Ladies Vice Chair

9.3. The Discipline Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution or in the case of a member who has been shown serious violent play on the pitch. In the instance of a complaint being received that does not constitute a rule/regulation/constitution infringement, this will be directed to the Executive Committee for discussion.

9.4. The Discipline Committee will be responsible for taking any action of suspension or discipline following such hearings.

9.5. If any of the Disciplinary Committee is directly involved with any incidents or is in fact the subject of any disciplinary action, then a neutral member of the Executive committee will be co-opted onto the panel in their place.

9.6. All complaints regarding the behavior of members should be presented and submitted in writing to the Secretary.

9.7. The Discipline Committee will meet to hear/consider complaints within 14 days of a complaint being lodged. The committee has the power to:

9.7.1 Take appropriate disciplinary action (including the termination of membership);

9.7.2 Request further information from all / any of the parties;

9.7.3. Arrange an oral hearing (either face-to-face or virtual)

9.8 The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint, the member against whom the complaint was made and the Executive Committee within 14 days of the hearing.

9.8.1. There will be the right of appeal to the Executive Committee following disciplinary action being announced. The committee should hear/consider the appeal within 14 days of the Secretary receiving the appeal.

9.8.2. The personnel that heard the original Disciplinary complaint should not be involved in the appeal. The appeal should be heard by elected club officials.

9.8.3. The appeal may also be an oral hearing, if requested.



10.0 Dissolution of the Club

10.1. A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

10.2. In the event of dissolution, all debts should be cleared with any club's funds. Any assets of the club that remain following this will become the property of *Morpeth Cricket and Tennis Club*.

11.0 Declaration

Morpeth Hockey Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name		Position	Chair
Sign		Date	

Name		Position	Secretary or Treasurer
Sign		Date	