

RULES OF KNARESBOROUGH TOWN ASSOCIATION FOOTBALL CLUB

Preliminary

1. The name of the club shall be **KNARESBOROUGH TOWN ASSOCIATION FOOTBALL CLUB**, hereafter referred to as the Club.
2. The clubroom(s) and headquarters (premises) of the Club shall be at Manse Lane, Knaresborough or at such other address as the Club may, in General Meeting, determine.
3. The objects of the Club shall be the promotion of the game of Association Football and other sporting activities, together with social intercourse between the members.
All monies raised by the club shall be applied to the furtherance of these objects and any profits raised will remain for the benefit of the Club.
4. The Club shall be a members' club and shall consist of ordinary members and playing members together with such honorary members as are hereinafter mentioned.
The club membership shall be open to all persons irrespective of age, gender, disability, race, creed, colour, ethnic origin, social status or sexual orientation.

Membership

5. Ordinary members must be proposed by one member of the club and must complete a form detailing full name and address, along with contact telephone number. A fee, to be determined annually by the General Committee, must be paid to the club upon the signing of this form. Playing members must be proposed by one member of the club and must sign a form which entitles them to play in a league competition in which the club is involved. Upon signing this form, the member shall be entitled to full membership rights upon payment of the annual fee, as determined by the General Committee. Should the member later default on any payments to the club, or be no longer involved in playing matches, then the membership will be suspended until such time as the club be re-imbursed or the member is released from membership. Membership rights shall be renewed annually as all ordinary and playing memberships shall cease at the end of May each year. All members are subject to the "Rules of Knaresborough Town Association Football Club" and the committee reserves the right to refuse, suspend or cancel the membership at any time. A register containing all members' names shall be kept by the club and all new members' names shall be entered in the same.
6. Honorary members, who shall not be liable to pay any entrance fee or subscription, but who shall be entitled to all the privileges of membership, may be elected by the Club in General Meeting, so, however, that there shall not be more than four honorary members at any one time.

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Committee and Officers

7. The officers of the Club shall consist of the Chairman, Vice-Chairman, Secretary and Treasurer. A President shall be appointed at the Annual General Meeting, but shall not have voting rights.

8. The affairs of the Club, in all matters not in these rules reserved for the Club in General Meeting, shall be managed by the General Committee of the Club.

The General Committee shall consist of not less than ten, and not more than fifteen, ordinary or playing members of the Club who shall be elected annually at the Annual General Meeting of the Club. They shall be elected for a two year period, but shall be eligible for re-election.

The General Committee may appoint one or more subcommittees for such purposes as it may deem appropriate. Six members shall constitute a quorum of the General Committee, and three a quorum of a subcommittee.

That in the event of a committee member being absent from three consecutive meetings, without reasonable explanation, his seat may be declared vacant.

9. There shall be a Secretary and a Treasurer, who shall be elected from time to time by the Club, in General Meeting, from among the members of the Club; and such other officers of the Club as the Club may, in General Meeting, appoint. The Secretary, the Treasurer and every such officer shall act in all matters in accordance with the directions of the General Committee of the Club. Subject to any directions given them by the General Committee, the Officers may, on behalf of the Club, engage domestic staff and other club servants as may be necessary for the efficient and economical running of the Club, and may also lawfully terminate any such engagement.

10. The General Committee have authority to deal with any emergencies arising without having to call a General Meeting for authority.

11. Any ordinary member who is notified that he (or she) must come before the Committee for disciplinary reasons and fails to attend without having a reasonable excuse for his absence, will not be selected until he does so, and, should it involve debt to the Club, he (or she) will not be transferred to another club until the debt is cleared.

Trustees

12. There shall be three Trustees of the Club who shall be appointed from time to time as necessary by the club in General Meeting from among ordinary, social or honorary members who are willing to be so appointed. A Trustee shall hold office during his life, or until he shall resign by notice in writing given to the General Committee, or until a resolution removing him from office shall be passed at a General Meeting of the Club by a majority comprising two-thirds of the members present and entitled to vote.

13. All property of the Club, including land and investments, shall be held by the Trustees for the time being, in their own names so far as necessary and practicable, for the use and benefit of the Club. On the death, resignation or removal from office of a Trustee, the General Committee shall

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take steps to procure the appointment, by the Club in General Meeting of a new Trustee in his place; and shall, as soon as possible thereafter, take all lawful and practicable to procure the vesting of all Club property in the names of the Trustees as constituted after the said appointment.

The Trustees in all respects act, in regard to any property of the Club held by them in accordance with the directions of the General Committee; and shall have the power to sell, lease, mortgage or pledge any Club property for the purpose of raising, or borrowing, money for the benefit of the Club in compliance with the Committee's directions. But no purchaser, lessee or mortgagee shall be concerned to enquire whether any such direction has been given.

Subscriptions, Finances and Accounts

14. The Annual subscription for an ordinary, or playing, member shall be a sum as set by the General Committee and maybe varied from time to time, as the General Committee may determine. At the discretion of the General Committee, an ordinary, or playing, member may be allowed to pay a reduced subscription for any period less than nine months.

15(a). Annual subscriptions, where appropriate, shall be payable on election as provide in Rule 5, and thereafter without demand on September 1st of each year. The General Committee may terminate the membership of any member whose subscription remains unpaid on December 1st.

15(b). All players selected for Saturday football matches may be required to pay a match fee as determined by the General Committee, payable before kick off times on match days. The club managers reserve the right to refund match fees to substitutes who have not taken part in a match.

15(c). All players who are charged with misconduct by the West Riding County Football Association will be required to reimburse the club with the costs of any fine or administration fee as a result of their misconduct. An additional administration fee as determined by the General Committee, for each offence, is also payable to the club to help cover additional expenses.

16(a). The club bankers are to be Yorkshire Bank plc, Knaresborough or a bank or building society as the Committee deem suitable to use. Signing of cheques, or other payment method, shall be any two of three members nominated at a General Committee Meeting.

16(b). The Treasurer shall keep such proper books of account as will enable him to present at Annual General Meeting of the Club, or at any other time if required (on reasonable notice to him) by the General Committee, an accurate report and statement concerning the finances of the Club, including a separate account with regard to the purchase and supply of tobacco and intoxicating liquor, for the preceding year, or the current year as the case may be, and shall present such report and statement accordingly.

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Intoxicating Liquor

17. The supply of intoxicating liquor in the Club premises will be permitted in accordance with the Alcohol Licence held by the Club under the Licensing Act 2003.

No intoxicating liquor shall be supplied to members or to any other persons on the Club premises otherwise than by or on behalf of the Club. No intoxicating liquor shall be supplied for payment to any person on the Club premises other than a member.

18. The General Committee shall arrange the supply of intoxicating liquor by the Club to members and to other persons on the Club premises, and shall secure the due observance of the provisions of the Licensing Act 1964, and all Acts relating thereto, and of any conditions attached to any licence held by or on behalf of the Club or to any registration certificate granted in respect of the Club premises.

19. No person shall be paid at the expense of the Club any commission, percentage or similar payment on or with reference to purchases of intoxicating liquor by the Club; nor shall any person directly or indirectly derive any pecuniary benefit from the supply of intoxicating liquor by or on behalf of the Club to members or guests, apart from any benefit accruing to the Club as a whole.

General Meetings

20. An Annual General Meeting of the Club shall be held in the month of June in every year. Notice of the day and time of the Annual General Meeting shall be posted in the Club, or on the Club website, in the manner prescribed in Rule 27 for the period of at least fourteen days before such day.

21. A General Meeting of the Club may be summoned at any time by the General Committee and shall be summoned immediately upon any twenty five members (each being entitled under Rule 22 to vote) delivering to the General Committee a written request in that behalf. A General Meeting shall be summoned by causing a notice thereof to be posted in the Club premises in the manner prescribed in Rule 33 for a period of at least fourteen days immediately before the day appointed for the meeting, but this period may be abridged in the discretion of the General Committee if the urgency of the business to be discussed in their opinion so requires.

22. At any General Meeting of the Club, every member of the Club shall be entitled to be present and every ordinary or honorary member shall be entitled to one vote upon every question raised. In the case of equality of voting, the Chairman of the meeting (who shall be a member elected for the occasion by the meeting before any other business is opened) shall have a casting vote. The secretary shall take minutes of the proceedings at all General Meetings of the Club.

Visitors

23. All visiting players engaged in any game played at Manse Lane, Knaresborough, or at any other venue used by the Club, any referee or assistant referee of any such game, any member of any club which shall be playing at the said ground(s), any committee member or representative of the Football Association, West Riding County F.A., Harrogate & District F.A., Northern Counties East League, West Yorkshire Association Football League, Harrogate & District League, Claro Sunday League, Harrogate & District Sunday League, Harrogate & District Junior League, Northern Under 19 Alliance Football League, any Football League representative and any guest of any members,

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accompanied by such members, shall be regarded as temporary members of the Club for the day of such visit and shall be entitled to all privileges of the Club as the members on that day. No voting rights will be available to such temporary members.

Bye laws

24. The General Committee may from time to time make, vary and revoke bye laws (not inconsistent with these rules) for the regulation of the internal affairs of the Club and the conduct of members and the bye laws for the time being in force shall be binding on all members.

Conduct of Members

25. No betting shall be allowed in the Club. No lottery shall be promoted by any member or officer on behalf of, or in any way connected with the Club, or with any entertainment or event held by, or in connection with the Club, without the previous written authority of the General Committee. Gaming shall be permitted in the Club, so, however, as not to contravene any of the provisions of any statute for the time being in force.

26. The General Committee may suspend the membership of any member whose conduct, whether on the Club premises, or elsewhere, is, or has been, in the opinion of the Committee, contrary to the interests of the Club or injurious to its reputation.

27. Immediately upon the suspension under Rule 26 of the membership of any member, the General Committee shall:

(1) cause to be displayed on the Club notice board a notice stating the name of the member under suspension and specifying the reasons for that suspension;

(2) summon a meeting of the General Committee for a day not later than 21 days following the suspension;

(3) give notice forthwith by the recorded delivery service to the suspended member at his address last notified to the Secretary under Rule 31 of his, or her, suspension and the date of the meeting of the General Committee so that he may be present if he so desires to make representations to the Committee concerning the suspension;

(4) cause to be displayed on the Club notice board a notice of such a meeting informing members wishing to make representations to the Committee concerning the suspension to do so in writing to the Secretary not later than seven days from the display of the suspension notice.

28. All members should abide by the F.A. rules on the field of play, bearing in mind that their actions reflect on the Club's good name.

29. Any member who has disciplinary action taken against him on a match day shall be responsible for his own fines to the F.A. and may also be fined by the Committee, but the Committee will look into each case on individual merit.

30. At any such meeting any allegations against the suspended member shall be related (in his presence, if he attends) to the Meeting by a member of the General Committee, and the suspended member shall (if he desires) be heard in answer, a reasonable adjournment to enable him to prepare his answer being allowed him in the discretion of the Meeting. The decision of the Club at the said

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Meeting, or at any adjourned Meeting, whether to reinstate the suspended member or to terminate his membership shall be taken by vote, and shall be final and conclusive.

Notices

31. Each member shall keep the Secretary informed of that member's private address or of some other address at which communications may be addressed to him, or her. Nevertheless, it shall not be necessary to send any notice intended for members generally to any member, by post or otherwise, except in the case of the notice convening any General Meeting for any of the purposes of Rule 34. All notices shall be posted by being affixed in a prominent position on the Club premises in a part of the Club which is frequented by members; and it shall be the duty of the Secretary to ensure that any such notice remains so exhibited throughout any period required in that behalf by, or under these rules.

Alteration of Rules

32. These rules may be revoked, added to or altered by a majority of comprising two-thirds or more of the members present, and entitled to vote, at any General Meeting of the Club of which notice has been duly given under Rule 20 or Rule 21 specifying the intention to propose the revocation, addition or alteration, together with full particulars thereof.

Exclusion of Liability

33. Neither the Club, nor any officer thereof, shall be liable to any member, or guest of a member, for a loss of, or damage to, any property occurring from whatever cause, in or about the Club premises nor for any injury sustained by any member, or guest, whilst on, or entering or leaving the Club premises; and a notice to this effect shall at all times be displayed in a prominent position on the Club premises.

Dissolution

34. If the number of members of the Club shall at any time fall below sixteen, or at any time the Club shall pass in General Meeting by a majority comprising two-thirds or more of the members present and entitled to vote a resolution (in this rule called 'the first resolution') of its intention to dissolve, the General Committee, or failing them, the Trustees, shall take immediate steps to convert into money all the property of the Club, with power however to postpone or delay the conversion of any particular property if the Club in General Meeting shall so authorise. Out of the proceeds of such conversion, the Trustees shall discharge all debts and liabilities of the Club, including the expenses of such conversion, and any balance remaining in their hands shall be disposed of by them as the Club in General Meeting shall resolve and thereupon the Club shall for all purposes be dissolved. Provided that if the Club shall not within six months after the date of the first resolution, resolve upon the disposition of any such balance, the same shall be awarded to any such sporting or charitable purposes as the members and trustees deem fit.

A copy of the notice convening any General Meeting under this rule shall be sent by the Secretary by post to every member at his address last notified to the Secretary, under Rule 31, not less than

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fourteen days before the date appointed for the Meeting; but any accidental omission to send such copy or the non-receipt of the same shall not invalidate any proceedings or resolution.