

**TURRAMURRA UNITED FOOTBALL CLUB
INCORPORATED (TUFC)**

CONSTITUTION

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Part 1 Preliminary

1 Name

The name of the association shall be **TURRAMURRA UNITED FOOTBALL CLUB INCORPORATED (TUFC)** (REFERRED TO IN THESE RULES AS “THE CLUB”)

2 Objects

- a) To organise, promote, control and foster the game of football (soccer) in the Turramurra, Pymble, Wahroonga and surrounding areas.
- b) To hire, rent, lease, purchase or otherwise acquire, maintain and develop grounds and facilities.
- c) To buy, lease, rent or sell and generally deal in services, sporting equipment and/or materials, foodstuffs and beverages.
- d) To join, affiliate with, become a member of, invest in or contribute to any association or body, including without limitation the Northern Suburbs Football Association (or replacement body), Football NSW and Football Federation Australia.
- e) To carry out all such activities without limitation as may be deemed necessary or desirable by the Committee to achieve the foregoing objects of the Club.

3 Definitions

- (1) In these rules:

Commissioner means the Commissioner of the Office of Fair Trading.

financial year of the Club means the period from 1 October to 30 September or such other period as may be determined by the Committee.

ordinary member means a member of the Committee who is not an office-bearer of the Club, as referred to in rule 18(2).

Secretary means:

- (a) the person holding office under these rules as Secretary of the Club, or
- (b) if no such person holds that office – the public officer of the Club.

Special general meeting means a general meeting of the Club other than an annual general meeting.

the Act means the *Associations Incorporation Act 2009*.

the regulation means the *Associations Incorporation Regulation 2016*.

- (2) In these rules:
 - (a) a reference to a function includes a reference to a power, authority and duty, and
 - (b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.
- (3) The provisions of the *Interpretation Act 1987* apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

Part 2 Membership

4 Membership qualifications

A person is qualified to be a member of the Club (“Member”) if, but only if:

- (a) the person is a natural person who is:
 - (i) a registered adult player with the Club, or
 - (ii) a parent or guardian of a player who is a minor and who is a registered player with the Club, or
 - (iii) a coach, manager or Committee member with the Club, or
 - (iv) a person who is interested in the aims or objectives of the Club,
- or
- (b) a member of either Wahroonga FC Inc. or Bannockburn Rovers Football Club during the 2017 playing year.

5 Initial Members

The initial Members of the Club will be the members of both the Wahroonga FC Inc. and Bannockburn Rovers Football Club as at the registration date of the Club as an association pursuant to the Act and such membership shall last until the first set registration date following the registration of the Club.

6 Period of Membership

Apart from Life Members and subject to rule 5, Membership is on an annual basis and lasts for the period from the first set registration date for the football season of each calendar year and

ends at the date of the first set registration date for the football season of the following calendar year.

7

Application for Membership

- (1) An application by a person for Membership of the Club:
 - (a) must be submitted in one of the following ways:
 - (i) by registering to play football with the Club for the winter or main football season for a particular calendar year in the manner approved by the Club from time to time, or
 - (ii) in writing on a Membership application form provided by the Club and as updated from time to time; or
 - (iii) by any other means approved by the Club,
 - (b) must be lodged with the Secretary of the Club. The lodgement can be done electronically in the case of the registration to play football with the Club, and
 - (c) must be accompanied by payment of the annual Membership fee as determined by the Committee.
- (2) As soon as practicable after receiving an application for Membership, the Secretary shall review the application to ensure that the person's application complies with the Membership qualifications and any applicable by-laws and shall notify the applicant if the application is NOT valid and return any Membership fee paid for the current Membership. The Committee reserves the right in its absolute discretion to reject any Membership application.
- (3) When the Secretary receives a valid application for Membership that is not rejected by the Committee and payment of the Membership fee referred to in rule 7(1)(c) is made, they will enter the applicant's name and details in the register of Members and, on the name being so entered, the applicant becomes a Member of the Club.
- (4) A person who qualifies for Membership of the Club in more than one of the ways described in rule 4 is only entitled to one Membership of the Club at a particular time. No more than two (2) members of a family can be Members of the Club as a parent or guardian of a minor player with the Club unless approved by the Committee.

8

Cessation of Membership

A person ceases to be a Member of the Club if the person:

- (a) dies, or

- (b) personally resigns Membership, or
- (c) is an adult player Member of the Club and they do not register to play football for the Club in the football season of a particular calendar year, or
- (d) is the parent or guardian of a minor who is a player with the Club and that minor does not register to play football for the Club in the football season of a particular calendar year, or
- (e) is a player who, or is the parent or guardian of a minor who, registers to play football for the Club in the football season of a particular calendar year but does not pay the Club the required registration fee within a reasonable time of a request by the Secretary of the Club, or
- (f) the Member is expelled from the Club, or
- (g) the minor player who is associated with the Member is expelled from the Club.

9 Membership entitlements not transferable

A right, privilege or obligation which a person has by reason of being a Member of the Club:

- (a) is not capable of being transferred or transmitted to another person, and
- (b) terminates on cessation of the person's Membership.

10 Resignation of Membership

- (1) A Member of the Club is not entitled to resign that Membership except in accordance with this rule.
- (2) A Member of the Club who has paid all fees payable by the Member to the Club in respect of the Member's Membership may resign from Membership of the Club by giving to the Secretary written notice of the Member's intention to resign and, on receipt by the Secretary of such notice, the Member ceases to be a Member.
- (3) If a Member of the Club ceases to be a Member under rule 10(2), and in every other case where a Member ceases to hold Membership, the Secretary must make an appropriate entry in the register of Members recording the date on which the Member ceased to be a Member.

11 Register of Members

- (1) The Secretary of the Club must establish and maintain a register of both Members and registered players of the Club specifying at least the name, address and contact details and any other details

required for registration of each person with the Club together with the date on which the person became a Member and/or a registered player.

- (2) A list of Members' names only must be made available for inspection, free of charge, upon request by any Member of the Club at a mutually agreed time and place.

12 Life Members

- (1) Any person who has rendered outstanding service to the Club, who is nominated by a Member of the Club, and approved by the Committee, may be elected a Life Member of the Club at an annual general meeting.
- (2) Life Members shall be entitled to be present and vote at annual general meetings and general meetings. As inferred by the title a Life Member remains a Member of the Club (with all rights and responsibilities) for life with all Membership fees waived.
- (3) This shall not affect any rights that any person may have under any other sections herein.
- (4) Any person who is a Life Member of either Wahroonga FC Inc. or Bannockburn Rovers Football Club is to be granted Life Membership of the Club.

13 Fees

- (1) A Member of the Club must, before admission to Membership, pay to the Club a Membership fee of \$1 or, if some other amount is determined by the Committee, that other amount in respect of each registered player (whether it be that Member himself/herself or any registered player for which he/she is parent or guardian) or if there is no registered player, in respect of that Member. The Committee can decide to waive the requirement for payment of the Membership fee in relation to any Member who is a Member because they are a registered player or is the parent or guardian of a registered player with the Club.
- (2) In addition to the fee payable by the Member under rule 13(1), a Member of the Club must pay to the Club an annual registration fee of an amount determined by the Committee in respect of each registered player (whether it be that Member himself/herself or any registered player for which he/she is parent or guardian)
- (3) Registration fees for each year shall be set by the Committee before the registration date, annually, and a different fee may apply for individual groups and age groups at the discretion of the Committee.

14 Members' liabilities

The liability of a Member of the Club to contribute towards the payment of the debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount of the fee, if any, unpaid by the Member in respect of Membership of the Club as required by rule 13.

15 Resolution of internal disputes

- (1) Disputes between Members (in their capacity as Members) of the Club, and disputes between Members and the Club, are to be referred to a community justice centre for mediation in accordance with the *Community Justice Centres Act 1983*.
- (2) At least 7 days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the mediator.

16 Disciplining of Members

- (1) A complaint may be made to the Committee by any person that a Member or registered player of the Club:
 - (a) has persistently refused or neglected to comply with a provision or provisions of these rules, or
 - (b) has persistently and wilfully acted in a manner prejudicial to the interests of the Club, or
 - (c) has persistently and wilfully breached the Club's code of conduct, as published from time to time, or
 - (d) has committed an act that can reasonably be regarded as being of a serious nature and is prejudicial to the interests of the Club.
- (2) On receiving such a complaint, the Committee:
 - (a) must cause notice of the complaint to be served on the Member or registered player concerned;
 - (b) may investigate the complaint as it sees fit; and
 - (c) must give the Member or registered player at least 14 days from the time the notice is served within which to make submissions to the Committee in connection with the complaint, and
 - (d) must take into consideration any submissions made by the Member or registered player in connection with the complaint.
- (3) The Committee may, by resolution, expel the Member from the Club, suspend the Member from Membership of the Club &/or apply other sanction(s) it deems appropriate if, after considering

the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved.

- (4) If the Committee expels, suspends or otherwise sanctions a Member or registered player, the Secretary must, within 7 days after the action is taken, cause written notice to be given to the Member or registered player of the action taken, of the reasons given by the Committee for having taken that action.
- (5) Anyone who wishes to appeal against a decision refusing them Membership, expelling them from Membership or otherwise disciplining them, may do so at the next general meeting of the Club.

Part 3 The Committee

17 Powers of the Committee

The Committee is to be called the committee of management (Committee) of the Club and, subject to the Act, the Regulation and these rules and to any resolution passed by the Club at a general meeting:

- (a) is to control and manage the affairs of the Club, and
- (b) may exercise all such functions as may be exercised by the Club, other than those functions that are required by these rules to be exercised by a general meeting of Members of the Club, and
- (c) has power to perform all such acts and do all such things as appear to the Committee to be necessary or desirable for the proper management of the affairs of the Club.

18 Constitution and membership of Committee

- (1) Subject in the case of the first members of the Committee to section 21 of the Act, the Committee is to consist of:
 - (a) the office-bearers of the Club, and
 - (b) up to 8 ordinary Committee members,
each of whom is to be elected at the annual general meeting of the Club under rule 19.
- (2) The office-bearers of the Club are to be:
 - (a) the President;
 - (b) the Vice-president;
 - (c) the Treasurer, and
 - (d) the Secretary.

Any of the above positions may be held jointly by more than one individual.

- (3) Each member of the Committee is, subject to these rules, to hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election.
- (4) In the event of a casual vacancy occurring in the membership of the Committee, the Committee may appoint a Member of the Club to fill the vacancy and the Committee member so appointed is to hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of the appointment.

19 Election of members of Committee

- (1) Nominations of candidates for election as office-bearers of the Club or as ordinary members of the Committee may be made in writing or verbally at or before the time of the annual general meeting. A candidate for election to the Committee has to be a Member of the Club.
- (2) If insufficient nominations are received to fill all vacancies on the committee, any vacant positions remaining on the Committee are taken to be casual vacancies.
- (3) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (4) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (5) The ballot for the election of office-bearers and ordinary members of the Committee is to be conducted at the annual general meeting in such usual and proper manner as the Committee may direct.

20 Secretary

- (1) The Secretary of the Club must, as soon as practicable after being appointed as Secretary, lodge notice with the Club of his or her address.
- (2) It is the duty of the Secretary to keep minutes of:
 - (a) all appointments of office-bearers and members of the Committee,
 - (b) the names of members of the Committee present at a Committee meeting or a general meeting, and
 - (c) all proceedings at Committee meetings and general meetings.
- (3) Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

21 Treasurer

It is the duty of the Treasurer of the Club to ensure:

- (a) that all money due to the Club is collected and received and that all payments authorised by the Club are made, and
- (b) that correct books and accounts are kept showing the financial affairs of the Club, including full details of all receipts and expenditure connected with the activities of the Club.

22 Casual vacancy in Committee

For the purposes of these rules, a casual vacancy in the office of a member of the Committee occurs if the member:

- (a) dies, or
- (b) ceases to be a Member of the Club, or
- (c) becomes an insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth, or
- (d) resigns office by notice in writing given to the Secretary, or
- (e) is removed from office under rule 23, or
- (f) becomes a mentally incapacitated person, or
- (g) is absent without the consent of the Committee from all meetings of the Committee held during a period of 6 months.

23 Removal of member of Committee

- (1) The Club in general meeting may by resolution remove any member of the Committee from the office of Committee member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- (2) If a member of the Committee to whom a proposed resolution referred to in rule 23(1) relates makes representations in writing to the Secretary or President (not exceeding a reasonable length) and requests that the representation be notified to the Members of the Club, the Secretary or the President may send a copy of the representations to each Member of the Club or, if the representations are not so sent, the Committee member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

24**Committee meetings and quorum**

- (1) The Committee must meet at least 3 times in each period of 12 months at such place and time as the Committee may determine.
- (2) Additional meetings of the Committee may be convened by the President or by any member of the Committee.
- (3) Oral or written notice of a meeting of the Committee must be given by the Secretary to each member of the Committee at least 48 hours (or such other period as may be unanimously agreed on by the members of the Committee) before the time appointed for the holding of the meeting.
- (4) Notice of a meeting given under rule 24(3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the Committee members present at the meeting unanimously agree to treat as urgent business.
- (5) Any 5 members of the Committee constitute a quorum for the transaction of the business of a meeting of the Committee.
- (6) No business is to be transacted by the Committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- (8) At a meeting of the Committee:
 - (a) the President or, in the President's absence, the Vice-president is to preside, or
 - (b) if the President and the Vice-president are absent or unwilling to act, such one of the remaining members of the Committee as may be chosen by the members present at the meeting is to preside.

25**Delegation by Committee to sub-committee**

- (1) The Committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such Member or Members of the Club as the Committee thinks fit) the exercise of such of the functions of the Committee as are specified in the instrument, other than:
 - (a) this power of delegation, and
 - (b) a function which is a duty imposed on the Committee by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains

unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.

- (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Despite any delegation under this rule, the Committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the Committee.
- (6) The Committee may, by instrument in writing, revoke wholly or in part any delegation under this rule.
- (7) A sub-committee may meet and adjourn, as it thinks proper.

26

Voting and decisions of Committee

- (1) Questions arising at a meeting of the Committee or of any sub-committee appointed by the Committee are to be determined by a majority of the votes of members of the Committee or sub-committee present at the meeting.
- (2) Each member present at a meeting of the Committee or of any sub-committee appointed by the Committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (3) Subject to rule 24(5), the Committee may act despite any vacancy on the Committee.
- (4) Any act or thing done or suffered, or purporting to have been done or suffered, by the Committee or by a sub-committee appointed by the Committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the Committee or sub-committee.

Part 4 General meeting

27

Annual general meetings – holding of

- (1) With the exception of the first annual general meeting of the Club, the Club must, at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the Club, convene an annual general meeting of its Members.
- (2) The Club must hold its first annual general meeting:

- (a) within the period of 18 months after its incorporation under the Act, and
 - (b) within the period of 6 months after the expiration of the first financial year of the Club.
- (3) Rules 27(1) and (2) have effect subject to any extension or permission granted by the Commissioner.

28

Annual general meetings – calling of and business at

- (1) The annual general meeting of the Club is, subject to the Act and to rule 27, to be convened on such date and at such place and time as the Committee thinks fit.
- (2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:
- (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,
 - (b) to receive from the Committee reports on the activities of the Club during the last preceding financial year of the Club,
 - (c) to elect office-bearers of the Club and ordinary members of the Committee,
 - (d) to receive and consider the statement which is required to be submitted to Members under the Act.
- (3) An annual general meeting must be specified as such in the notice convening it.

29

Special general meetings – calling of

- (1) The Committee may, whenever it thinks fit, convene a special general meeting of the Club.
- (2) The Committee must, on the requisition in writing of at least 5 per cent of the total number of Members of the Club, convene a special general meeting of the Club.
- (3) A requisition of Members for a special general meeting:
- (a) must state the purpose or purposes of the meeting, and
 - (b) must be signed by the Members making the requisition, and
 - (c) must be lodged with the Secretary, and
 - (d) may consist of several documents in a similar form, each signed by one or more of the Members making the requisition.
- (4) If the Committee fails to convene a special general meeting to be held within 1 month after that date on which a requisition of Members for the meeting is lodged with the Secretary, any one or

more of the Members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.

- (5) A special general meeting convened by a Member or Members as referred to in rule 29(4) must be convened as nearly as is practicable in the same manner as general meetings are convened by the Committee and any Member who consequently incurs reasonable expenses in relation to the convening of a general meeting pursuant to rule 29(4) is entitled to be reimbursed by the Club for any expense so incurred.

30 Notice

- (1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice, in writing or via email to the address held by the Club for each Member, to each Member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each Member specifying, in addition to the matters required under rule 30(1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under rule 28(2).
- (4) A Member desiring to bring any business before a general meeting may give notice in writing of that business to the Secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the Member.

31 Procedure

- (1) No item of business is to be transacted at a general meeting unless a quorum of Members entitled under these rules to vote is present during the time the meeting is considering that item.
- (2) Ten Members present in person (being Members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- (3) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:

- (a) if convened on the requisition of Members, is to be dissolved,
and
 - (b) in any other case, is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to Members given before the day to which the meeting is adjourned) at the same place.
- (4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the Members present (being at least 5) is to constitute a quorum.

32 Presiding Member

- (1) The President or, in the President's absence, the Vice-president, is to preside as chairperson at each general meeting of the Club.
- (2) If the President and the Vice-president are absent or unwilling to act, the Members present must elect one of their number to preside as chairperson at the meeting.

33 Adjournment

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of Members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- (2) If a general meeting is adjourned for 14 days or more, the Secretary must give written or oral notice of the adjourned meeting to each member of the Club stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.
- (3) Except as provided in rules 33(1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

34 Making of decisions

- (1) A vote on a question or resolution arising at a general meeting of the Club is to be determined on a show of hands and, unless before or on the declaration of the vote on the question a poll is demanded, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the Club, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

- (2) At a general meeting of the Club, a poll may be demanded by the chairperson or by at least 3 Members present in person at the meeting.
- (3) If a poll is demanded at a general meeting, the poll must be taken;
 - (a) immediately in the case of a poll which relates to the election of the chairperson of the meeting or to the question of an adjournment, or
 - (b) in any other case, in such manner and at such time before the close of the meeting as the chairperson directs,and the resolution of the poll on the matter is taken to be the resolution of the meeting on that matter.

35 Special resolution

A resolution of the Club is a special resolution:

- (a) if it is passed by a majority which comprises at least three-quarters of the validly made votes cast with respect to the resolution at a general meeting of which at least 21 days' written notice specifying the intention to propose the resolution as a special resolution was given in accordance with these rules, or
- (b) where it is made to appear to the Commissioner that it is not practicable for the resolution to be passed in the manner specified in paragraph (a) if the resolution is passed in a manner specified by the Commissioner.

36 Voting

- (1) On any question or resolution arising at a general meeting of the Club a Member has one vote only, except where that Member is a parent or guardian of a player who is a minor, in which case that Member has one vote per registered player associated with that Member (plus their own vote if they themselves are a registered player with the club).
- (2) A vote or votes by a Member at a general meeting can only be made in person by the Member.
- (3) In the case of an equality of votes on a question or resolution at a general meeting, the chairperson of the meeting is entitled to exercise a casting vote.
- (4) A Member is not entitled to vote at any general meeting of the Club unless all money due and payable by the Member to the Club has been paid.

Part 5 Miscellaneous

37 Insurance

The Club may effect and maintain insurance.

38 Funds – source

- (1) The funds of the Club are to be derived from registration fees and annual Membership fees, donations, sponsorships, grants and, subject to any resolution passed by the Club in general meeting, such other sources as the Committee determines.
- (2) All money received by the Club must be deposited as soon as practicable and without deduction to the credit of the Club's bank accounts.
- (3) The Club must, as soon as practicable after receiving any money, issue an appropriate receipt.

39 Funds – management

- (1) Subject to any resolution passed by the Club in general meeting, the funds of the Club are to be used in pursuance of the objects of the Club in such manner as the Committee determines.
- (2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 members of the Committee or employees of the Club, being members or employees authorised to do so by the Committee.

40 Alteration of objects and rules

The statement of objects and these rules may be altered, rescinded or added to only by a special resolution of the Club.

41 Common seal

- (1) The common seal of the Club must be kept in the custody of the public officer of the Club.
- (2) The common seal must not be affixed to any instrument except by the authority of the Committee and the affixing of the common seal must be attested by the signatures either of 2 members of the Committee or of 1 member of the Committee and of the public officer or Secretary.

42 Custody of books

Except as otherwise provided by these rules, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to the Club.

43 Inspection of books

The records, books and other documents of the Club must be open to inspection, free of charge, by a Member of the Club at a mutually agreed time & place.

44 Service of notices

- (1) For the purpose of these rules, a notice may be served on or given to a person:
 - (a) by delivering it to the person personally, or
 - (b) by sending it by pre-paid post to the address of the person, or
 - (c) by sending it by facsimile transmission or e-mail transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.
- (2) For the purpose of these rules, a notice is taken, unless the contrary is proved, to have been given or served:
 - (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
 - (b) in the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
 - (c) in the case of a notice sent by facsimile transmission or e-mail or some other form of electronic transmission, on the date it was sent, or if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.