



## Club Constitution

1. The Club shall be called Telford Netball Club.
2. The Club will be affiliated to the County of Shropshire in the All England Netball Association Ltd.
3. **Aims & Objectives**

To promote the personal development for all club members, participants, volunteers and officials of the Club in relation to netball and, where appropriate, provide routes to opportunities to enhance and increase individual skills.

The aims and objectives of the club shall be to:

- Promote netball and the club within the local community
- To offer coaching and competitive opportunities in netball
- Manage training sessions
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment.

## 4. Membership

- 4.1 The Club shall consist of the officers, the coaches and the members.
- 4.2 Membership of the Club shall be open, and not unreasonably restricted on the grounds of sex, race or of political, religious or other opinions to any person in the area prepared to accept and support the objectives of the Club. No club member, participant, volunteer or official will receive less favourable treatment on the grounds of gender, marital status, social class, colour, race, ethnic origin, creed or disability, or will be disadvantaged by conditions or requirements which cannot be shown to be relevant to their participation in the Club.



4.3 Members will be enrolled in one of the following categories :

- Junior Member
  - o U11 member
  - o U12 member
  - o U14 member
  - o U16 member
  - o U19 member
- Full Member
  - o Adult player and/or Coach
- Associate member (committee / volunteers)

4.4 In accepting membership, a person agrees to abide by the code of conduct and the ruling of the Club Committee.

4.5 Members may resign from membership at any time by giving notice to the Club Secretary.

## 5. Membership Fees.

5.1 Membership fees shall be stipulated by the committee at the first meeting following the AGM.

5.2 The annual subscription fee will be payable by 12 equal monthly payments via Go Cardless direct debit.

5.3 Membership fees will be kept at levels that do not pose a significant obstacle to participants.

5.4 The Club Committee may decide upon other charges or subscriptions at its discretion.

5.5 Membership may be removed or refused, only if good cause such as conduct or behavior that is likely to bring the club or sport into disrepute. Appeal against this may be made to the committee.

## 6. Officers

6.1 The officers of the Club shall be: Chair, Vice Chair, Secretary, Treasurer, Membership Secretary, Safeguarding Officer, Training Coordinator, GDPR Officer, Players representative and a Coaching representative (shared amongst coaches), and any other relevant positions.

- 6.2 These officers shall hold for a period of 12 months, being elected annually at the Club AGM (apart from under exceptional circumstances). All Officers shall retire annually but can re-stand if they wish and will still be eligible for re-appointments.
- 6.3 Any casual vacancy occurring may be filled at the discretion of the Committee.

## 7. Committee

- 7.1 The club will be managed through the Committee consisting of: Chair, Vice Chair, Secretary, Treasurer, Membership Secretary, Safeguarding Officer, Training Coordinator, GDPR Officer, Players representative and a Coaching representative (shared amongst coaches). All committee members shall have the right to vote at Club Committee meetings.
- 7.2 Meeting of the Committee shall be convened by the Chair and the Committee shall meet as required but not less than 6 times a year.
- 7.3 The quorum for the transaction of business at Committee meetings shall be two-thirds of committee members.
- 7.4 Every decision at a meeting of the Committee shall be determined by a majority vote of the members present and every voting member having one vote. In the event of an equality of votes the Chair of the meeting shall have a casting vote.
- 7.5 The Committee shall be responsible for considering any application for membership and shall decide if this application should be accepted. The decision shall be in accordance with a non-discriminatory policy.
- 7.6 The Committee may delegate some or all of its powers and making to a sub-committee. Any sub-committee must act only in accordance within the authority delegated to it by the Committee.
- 7.7 The Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.
- 7.8 Any committee member that fails to show at 3 consecutive meetings will be believed to have stepped down from their post.

- 7.9 If a Committee member wishes to step down from their post they must put this in writing to the Chair person (or Secretary if it is the Chair). In this event the post will be filled by a current committee member until the next AGM.

## 8. Finance

- 8.1 All monies raised by or on behalf of the club shall be reinvested to further the objectives of the Club and for no other purpose.
- 8.2 All club monies will be banked in an account held in the name of the club.
- 8.3 The Club Treasurer will be responsible for the finances of the club and will provide a balance statement to the committee at all meetings.
- 8.4 The financial year of the club will end on 30<sup>th</sup> June.
- 8.5 An **audited** statement of annual accounts will be presented by the Treasurer at the Annual General Meeting, where possible.
- 8.6 Any cheques drawn against club funds should hold the signatures of two of the nominated four signatories.
- 8.7 The Treasurer, alongside the committee will set annual budgets for coaches, equipment, fun nights, presentations and any other area that is required.
- 8.8 Internet banking can be authorized by one person. However payments cannot be authorised by oneself eg Internet payments for Person A will be authorised Person B or C and vice-versa. If the payment is for a coach/volunteer then two signatures of the nominated four must be on the expenses form prior to payment being made

## 9. Annual general Meeting and other Meetings

- 9.1 Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 28 clear days' notice to be given to all members.

- 9.2 The AGM will receive a report from Chair and Treasurer of the Committee and a statement of the audited accounts.
- 9.3 Nominations for officers of the Committee will be sent to the Secretary prior to the AGM and a list of nominated parties sent to all members with the Agenda 14 days before the AGM.
- 9.4 Elections of officers are to take place at the AGM.
- 9.5 All members shall be entitled to vote at general meetings of the Club and shall have equal voting rights.
- 9.6 The quorum for general meetings shall be 30 members present and eligible to vote
- 9.7 An Extraordinary General meeting (EGM) shall be called by an application in writing to the Secretary signed by not less than 50 members. The Committee shall have the power to call an EGM by decision of a simple majority of its members. The EGM should be held within 28 days of receipt of a valid requisition.

## **10. Voting procedures**

- 10.1 Each member (a parent/guardian for each paying member) shall be entitled to one vote.
- 10.2 A motion shall be carried by a single majority of those present and voting, except when the motion is a constitutional amendment which shall require a two thirds majority of the committee.
- 10.3 The Chair shall have a casting vote in addition to a deliberative vote.

## **11. Property and Staff**

- 11.1 Responsibility for all property owned by the Club and for the employment of any paid staff and volunteers rests with the Coaches and the Committee.

## 12. Discipline and Appeals

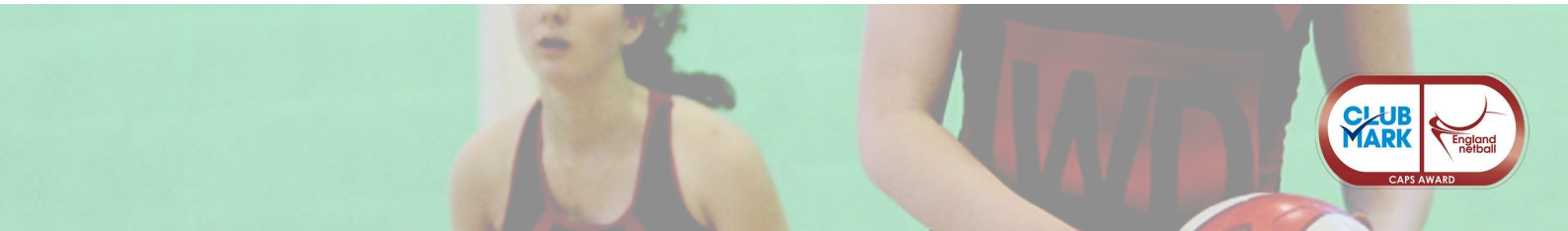
- 12.1 The Committee shall have the power to take disciplinary action against any member and shall have the authority to terminate the membership of any member guilty of conduct deemed to be a detriment to the Club.
- 12.2 There shall be the right of appeal to the Committee, against any decision made by an officer of the Club.
- 12.3 The appeal shall normally be considered within 14 days of it being received by the Secretary/Safeguarding Officer.
- 12.4 The Club has adopted the National Governing Body's Child Protection Policy and has a Club Safeguarding Officer with other Coaches also having safeguarding accreditation.

## 13. Dissolution Procedures

- 13.1 A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- 13.2 In the event of dissolution, all debts will be paid by Club funds and any assets of the club that remain will become the property of one or more of the following:
  - To another Club with similar sports purposes which is a registered charity and/or
  - To another Club with similar sports purposes which is a registered CASC and/or
  - To the Club's national governing bodies for use by them for related community sports.

## 14. Review of the constitution.

- 14.1 The constitution shall be reviewed on a yearly basis.
- 14.2 The constitution will only be changed through agreement by a majority vote at a Committee Meeting.



- 14.3 Additions to, or alterations of the constitution shall be submitted to the Secretary not less than 14 days before the date of the Committee Meeting, allowing time for any amendments to be considered and/or undertaken.
- 14.4 In the event of a proposal for amending the constitution being submitted, the Secretary shall inform the membership of the proposed motion not less than 14 days before the AGM.
- 14.5 Any alteration to the constitution shall require two-thirds majority of members present and voting.
- 14.6 In the event of any question or matter arising, which is not provided in the constitution, the Committee, whose decision shall be final, shall deal with it.

**15 Declaration**

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

SIGNED: ..... DATE: .....

Name: Denise Westwood

Club Chair

SIGNED: ..... DATE:.....

Name: Stephanie Bridgwater

Club Secretary