



woodkirk sports club

Club Constitution

1. **Name**

- 1.1 The club will be named 'Woodkirk Sports Club' hereinafter called 'The Club'.

2. **Objectives**

- 2.1 To provide recreational sports facilities, activities and promote amateur sports to children and adults within the community. To offer enjoyable, educative and stimulating activities to help them gain fitness, knowledge, skills and awareness. The promotion of amateur sports includes but is not limited to Cricket, Football and Running in Woodkirk and community participation in the same.

3. **Power**

- 3.1 The Club shall have power to fulfil its objectives including the power:
- To apply for and obtain money in the form of funds, donations, grants, etc.
 - To do everything necessary to fulfil the objectives.

4. **Membership**

- 4.1 Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. The members of The Club from time to time shall be those persons listed in the register of members (the membership register), which shall be maintained by The Club secretary.
- 4.2 The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- 4.3 The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- 4.4 Any person who wishes to be a member must apply on the Membership Application and deliver it to The Club. Election to membership shall be at the sole discretion of The Club committee and decided by a majority vote. Membership shall become effective upon an applicants name being placed on the membership register.
- 4.5 Membership through affiliated clubs shall become effective once the affiliate club deliver the member details and each applicants name is placed on the membership register. Affiliate membership shall be at the sole discretion of The Club committee and decided by a majority vote.
- 4.6 In the event of a member's resignation or expulsion, his or her name shall be removed from the membership register.
- 4.7 Members and affiliate member clubs shall have one vote at the Club's AGM.

5. **Committee and Officers**

- 5.1 The committee shall consist of people who are volunteers from parents / carers to members of the community.
- 5.2 The committee shall be responsible and accountable to the Annual General Meeting
- 5.3 The committee shall consist of Chair, Secretary, Treasurer and any other officers that the committee deem necessary. The committee shall be announced in the 'Memorandum of Association'.
- 5.4 50% of the members of the committee shall comprise a quorum.

- 5.5 In addition, the committee may co-opt other interested individuals or Representatives of other organisations in an advisory capacity e.g. representatives of statutory or voluntary agencies active in the locality who shall not be eligible to vote on any matters.
- 5.6 Members of the committee shall be reappointed by ballot held prior to the AGM. The result of the ballot will be announced at the Annual General Meeting
- 5.7 The club's Secretary shall record decisions at club committee meetings into the minutes.
- 5.8 The Club committee shall have the power to decide all questions and disputes arising in respect of any issue concerning club rules.

6. Annual & Special General Meetings

6.1 Annual General Meeting

- 6.1.1 The Annual General Meeting shall be held in each year, not more than 15 months after the last. At the AGM the members should:
 - a) Receive the Annual Report and Accounts for the preceding financial year.
 - b) Elect the committee and officers, via the approved voting procedure.
 - c) Agree any fees and charges.
- 6.1.2 Notification of the Annual General Meeting shall be given to all members not less than 28 days prior to the date of the meeting.
- 6.1.3 Nominations for the election of members as club officers or as members of The Club committee shall be made in writing by the proposer and seconder, both of whom must be existing members of The Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the meeting.
- 6.1.4 The club's Chairman, or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote. Resolutions shall be passed by a simple majority, except for "changes to the constitution of The Club" (see 9.1) and "dissolution of The Club" (see 12.1). In the event of an equality of votes, the chairperson of the meeting shall have a casting vote.

6.2 Special General Meetings

- 6.2.1 The committee may call a Special General Meeting at any time in accordance with clause 8, or for any other business.
- 6.2.2 In addition the committee shall call such a meeting at a request of a quarter of the membership (or whatever percentage shall be decided by the members).
- 6.2.3 Notification of such a meeting shall be given to all members not less than 21 days prior to the date of the meeting.
- 6.2.4 Every member attending shall have one vote.

- 6.3 The club's Secretary shall record decisions at AGM or Special General Meetings into the minutes.

7 Annual Membership Fee

- 7.1 The annual fee and charges payable by each member shall be determined by the Committee and agreed by the members at the AGM (see 6.1.1c). Any fee shall be payable upon successful application for membership and thereafter annually by each member. Fees shall not be repayable.

8. Finance

- 8.1 The financial year will be from 1st April to 31st March
- 8.2 The Treasurer is responsible for ensuring account is kept of all income and expenditure and shall present audited accounts for submission to the members annually. No individual team may open an account in the Club's name.
- 8.3 The fund of The Club shall be devoted to the furtherance of its objectives and no payment shall be made to any member, except in recompense of reasonable expenses. All surplus income or profits are re-invested in the club. No surpluses or assets will be distributed to members or third parties.

- 8.4 In the event of dissolution of The Club all surplus funds, after payment of outstanding debts, will be transferred or given as follows: 50% to another registered CASC, 50% to a local registered children's charity, as agreed at the Inaugural AGM.
- 8.5 A bank account shall be opened and maintained in the name of The Club. Designated account signatories shall be the Club Chairman and the Club Secretary. No sum shall be drawn from the account except by cheque signed by both of the designated signatories. All monies payable to The Club shall be received by the Treasurer and paid into The Club account.
- 8.6 It is the responsibility of all members or any other persons to seek the authorisation from the Club's Committee prior to incurring expenses on behalf of the club.
- 8.7 The Club's Committee shall have power to authorise or decline the payment of remuneration and expenses to any member of The Club and to any other person or persons for services rendered to The Club.

9. Changes to this Constitution

- 9.1 Any alteration to this constitution may only be made by a resolution of the committee in a 'Special General Meeting' or with the agreement at the AGM. Such a resolution shall be carried by a two-thirds majority.

10 Rules & regulations

- 10.1 These rules (The Club rules) form a binding agreement between each member of The Club.
- 10.2 The club will also abide by it's Child Protection Policies and Procedures, Codes of Conduct and Equal Opportunities and Anti-Discrimination policies.

11 Resignation and Expulsion

- 11.1 A member shall cease to be a member of The Club if, and from the date on which, he/she gives notice to The Club committee of their resignation. A member whose Annual membership fee or further subscription is more than two months in arrears shall be deemed to have resigned.
- 11.2 The club committee shall have the power to expel a member when, in their opinion, it would not be in the interests of The Club for them to remain a member, as laid out in the Club's codes of conduct.
- 11.3 A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of The Club property.

12 Dissolution of the Club

- 12.1 A resolution to dissolve The Club shall only be proposed at an Annual General Meeting or Special General Meeting and shall be carried by a majority of at least three quarters of the members present.
- 12.2 The dissolution shall take effect from the date of the resolution and the members of The Club committee shall be responsible for the winding up of the assets and liabilities of The Club.

Signature of Chairman: Date:
 Signature of Secretary: Date:

Club Constitution last updated and ratified at the Special General Meeting held on 23rd March 2006.