

## **CONSTITUTION**

### **1. Name**

The name of the organisation shall be

#### **Eccleshall Eagles Junior Football Club**

hereinafter referred to as the 'Club'.

### **2. Purpose and Object**

The main purposes of the club are to provide facilities for and to promote participation in the amateur sport of Association Football in Eccleshall, Staffordshire, herein after referred to as the 'sport'.

### **3. Affiliation**

The Club shall be affiliated to the English Football Association

### **4. Membership**

- a) 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. However, limitation according to available facilities is allowable on a non-discriminatory basis.
- b) The club may have different classes of membership and subscription on a non-discriminatory basis and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c) The club may refuse membership, or remove it, only for good cause such as character or conduct likely to bring the club into disrepute. Appeal against refusal or removal may be made to the members.

### **5. Non-profit Making**

All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

### **6. General Meetings**

- a) Annual General Meeting (AGM)

The AGM shall be held each year at such time and place as determined by the management committee, at approximately twelve monthly intervals, but no

more than fourteen months after the date of the previous AGM. At each AGM the following business shall be conducted:

- i) Receive and confirm the minutes of the previous AGM.
- ii) Presentation of the clubs financial accounts for the year.
- iii) Presentation of clubs projected financial situation for the forthcoming year, and the setting of all fees
- iv) Presentation of Chairpersons report.
- v) Election of officers to the management committee.
- vi) Any other business brought before the meeting which has been submitted in writing to the secretary not less than seven days prior to the AGM, and any other business deemed relevant by the chairperson

Notice for an AGM shall be a minimum of 21 days.  
A quorum for an AGM shall be eight members.

b) Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

- i) 33% of the membership.
- ii) The Chairperson.
- iii) 2/3 majority of the management committee.

Notice for an EGM shall be of a minimum of seven days notice, and stating the business to be discussed.

## **7. Rules for General Meetings**

- a) A minimum of twenty one days notice in writing shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The Chairperson, or in his/her absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each member shall have one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be one quarter of those eligible to vote, or eight such members, which ever is the smaller.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

## **8. Election Of Officers To The Management Committee**

- a) The members of the management committee shall be drawn from the membership, as defined in clause 4 of this constitution.
- b) Candidates shall be elected by paper ballot at the AGM, and shall be members of the management committee from the conclusion of that AGM until the conclusion of the following AGM.
- c) All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the secretary not less than fourteen days before the AGM.
- d) Uncontested posts may be filled by nomination(s) and election at the AGM.
- e) The Secretary shall send all members a list of all nominations not less than seven days prior to the AGM.

## **9. Members Of The Management Committee**

- a) The Management Committee shall consist of the following Officers:
  - i) President
  - ii) Vice President
  - iii) Chairperson
  - iv) Fixtures/ Competition Secretary
  - v) Secretary
  - vi) Treasurer
  - vii) Team Managers/ Coaches representative
  - viii) Child and vulnerable adult Protection Officers (preferably 2 officers, male and female)
- b) All the above shall be entitled to one vote each at General Meetings, except the Chair.
- c) The committee may co-opt any member to any unfilled post until the conclusion of the following AGM, providing that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
- d) The management committee may appoint any sub-committees it may deem necessary to deal with the matters of the club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the management committee by a representative elected by that sub-committee.

## **10. Rules For The Management Committee**

- a) The Chairperson shall chair the meeting, or in his/her absence one of either the President, Vice President or Secretary or a nominee from the committee in the event of all those mentioned being absent.
- b) Fourteen days notice of any meeting of the management committee shall be given by the Secretary, except when:
  - i) The date of the meeting had been agreed at the previous management meeting, in which case seven days notice shall be given.
  - ii) In an emergency the Chairperson may call a meeting at four days notice.
- c) The quorum shall be four of those Officers entitled to vote, as listed at Rule 9. a)
- d) All members of the management committee as listed at Rule 8. a) shall be entitled to vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) Meetings shall be open to all members of the club.

## **11. Finance**

- a) The income and property of the club, however derived, shall be applied solely towards the objectives of the club as set out in Rules 2 and 5 of this constitution.
- b) The club shall have the power to raise money by means of yearly affiliation fees and match fees as determined by the Management Committee at the Annual General Meeting.
- c) All monies shall be lodged in a bank account in the name of the club.
- d) The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the club, of which two signatories shall be needed.
- e) The financial year of the club shall run from August 1<sup>st</sup> to July 31<sup>st</sup>

## **12. Amendments to the Constitution**

This Constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

## **13. The Dissolution Of The Club.**

Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.