



Club Constitution

1. NAME

The Club shall be called AFC Bridgnorth Spartans Junior Football Club.

2. CLUB OBJECTIVES

The main purposes of the club area to provide facilities for an to promote participation in the amateur sport of football in Bridgnorth, Shropshire.

The club objective is to operate a player development programme that enables AFC Bridgnorth Spartans to develop it's own young players with the technical, tactical, physical, and mental capabilities. The Club is inclusive and will offer a footballing pathway to children and young people.

The programme will develop players and their teams to play attractive, exciting, possession based football with the emphasis being on attacking with clever, quick movement. Underpinning this approach to football are values of fairness, sportsmanship, hard work, humility and respect.

Alongside football development we will enable young people to develop holistically,

working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence and place in society and to reach their full potential. The programme will help to place the club at the heart of and be representatives of the community that it serves.

The Club objective is to put in place a club structure and learning programme that enables everyone involved to work together to enable each and every young player to achieve their potential and so realise our objective to develop young people through footballing excellence.

3. STATUS OF THE RULES

These rules (the Club Rules) form a binding agreement between each member of the Club.

4. RULES AND REGULATIONS

a) The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/membership of The Football Association. The Rules and Regulations of The Football Association Limited and parent County Association and any League or Competition to which the Club is affiliated for the time being shall be deemed to be incorporated into the Club Rules.

b) No alteration to the Club Rules shall be effective without prior written approval by the parent Association.

c) The Club will also abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.

5. 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, except as necessary consequence of the requirements of football. 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. 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.

b) The members of the Club shall be those persons listed in the register of members (the Membership Register), which shall be maintained by the Club Secretary. Membership of the Club shall consist of Playing Members and Non-Playing Members.

c) Membership of the Club shall be open to all persons who have completed a Membership Application Form and delivered it to the Club. Election to membership shall be at the sole discretion of the Club Committee. Membership shall become effective upon an applicant's name being entered in the Membership Register and the member agreeing to abide by the Rules and Constitution of the Club

d) The General Committee shall have power to accept or to refuse an application for membership at any time, such power being exercised by simple majority vote.

e) The General Committee shall have power to remove from membership, any person who commits an offence that is considered serious enough to warrant such

removal. Such action or other disciplinary action against members shall only be taken at a duly convened meeting of the General Committee before which the alleged offender shall be entitled to appear.

f) All members joining the Club shall be deemed to accept the terms of this Constitution and any byelaws from time to time adopted by the Club.

g) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership register.

6. ANNUAL MEMBERSHIP FEE

a) An annual fee payable by each member shall be determined from time to time by the Club Committee. Any fee shall be payable on a successful application for membership and annually by each member. Membership fees are non- refundable.

b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objectives of the Club.

7. CLUB COMMITTEE

a) The affairs of the Club shall be managed by a Committee consisting of nine members elected at the Annual General Meeting and a manager from each team. From this Committee shall be elected the Club Chair, Club Vice Chair, Secretary, Treasurer, Welfare Officer, Lead for Fundraising, Lead for Media, Charter Standard Coordinator, Lead for Registration and Lead for Kit and Equipment.

b) All Committee Members shall be members of the Club

c) Each Club Officer and Club Committee Member shall hold office from the date of

the appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. One person may hold no more than two positions of Club Officer at any time.

d) The Committee shall have overall control of all Club activities, finance and of all matters pertaining to the general conduct and welfare of the Club. It shall have the power to appoint sub-committees when necessary and to delegate to any such sub-committee any powers except the election or rejection of members.

Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie.

Meetings of the Club Committee shall be chaired by the Club Chair or in their absence the Secretary. The quorum for the transaction of business of the Club Committee shall be three.

e) Any member of the Committee who fails to attend two consecutive monthly meetings shall be suspended from membership of the Committee until an explanation for such absence has been given and is accepted. In the event of a vacancy arising among the elected members, the other members may co-opt a successor.

f) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

g) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.

h) Any outgoing member of the Club Committee may be re-elected. Any vacancy on

the Club Committee, which arises between Annual General Meetings, shall be filled by a member proposed by one and seconded by another of the remaining Club committee members and approved by a simple majority of the remaining Club Committee members.

8. ANNUAL AND SPECIAL GENERAL MEETING

a) An Annual General Meeting [AGM] of the Club shall be held in each year to hear reports of Club activities from the Chairperson, Secretary and Treasurer, and any other reports that the Committee considers appropriate.

b) The Annual General Meeting shall also:

i) Approve the Minutes of the previous year's AGM

ii) Approve the annual Accounts

iii) Elect the Committee and its Officers (see Section 8a).

iv) Consider and if approved, sanction any duly made alteration in the Constitution.

v) Elect the Honorary Auditor for the coming year.

c) Nominations for 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.

d) A Special General Meeting [SGM] may be convened by the Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing signed by not less than five members stating the purposes for which the meeting is required and the resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.

e) The Secretary shall send to each member at their known address, written notice of the date of the meeting together with the resolutions to be proposed at least 14 days before the Meeting.

f) The quorum for a General Meeting shall be five.

g) The Chairman, or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a majority. In the event of an equality of votes, the Chairperson shall have a casting vote.

h) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

9. AMENDMENT OF CONSTITUTION

This Constitution may be added to, repealed or amended by resolution at any Annual or Special General Meeting, provided that no such resolution shall be deemed to have been passed unless it is carried by a majority of the members voting thereon.

A proposal to change the Constitution must be submitted in writing to the Secretary who shall circulate the proposal to all members and allow 14 days for submission of any amendments before calling a meeting in accordance with Rule 6 above.

All proposals for changes to the Constitution shall be signed by two members eligible to vote at a General Meeting.

10. CLUB TEAMS AND TRAINING

At its first meeting following each AGM, the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed

members shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report on the activities of the team.

The managers of each team will have FA1 coaching qualifications and training required by the FA. The club will fund FA1. The club will contribute 50 % to FA2 qualifications. Those who have received this funding from the club will reimburse this 50% if they leave the club with in 1 year of passing the qualification. All applications to do FA courses will need to be agreed by the Committee.

11. CLUB FINANCES

a) Bank accounts shall be opened and maintained in the name of the Club.

Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

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

c) The income and assets of the Club shall be applied only in furtherance of the objects of the Club.

d) The Club Committee shall have power to authorise 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.

e) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.

The financial year shall run from 1st June to 31st May each year

The Treasurer shall be responsible for the preparation of Annual Accounts of the Club.

An independent person elected annually at the AGM shall audit the Accounts.

f) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer (the Custodians), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.

g) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation, unless removed by a resolution passed at a General Meeting.

h) On their removal or resignation, a Custodian shall execute a Conveyance in such form as is published by The Football Association from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee.

On the death of a Custodian, any Club Property bested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, a Special General Meeting shall be convened as soon as possible to appoint another Custodian.

i) The Custodian shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

j) All members of the Club shall be jointly responsible for the financial liabilities of the Club.

12.INSURANCE

The Club shall ensure that suitable public liability insurance cover is maintained.

13.BYE-LAWS

The Committee shall have the power to publish and enforce such byelaws, as the Committee feels necessary to govern the activities of the Club.

14.DISSOLUTION

a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.

b) 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.

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

15. AFC BRIDGNORTH SPARTANS CODE OF CONDUCT

AFC Bridgnorth Spartans Junior Football Club adheres to FA Respect codes of conduct.

These are in place to ensure that everyone involved within the club is playing their part to give the players a positive experience and can be found on the Football

Association website.

<http://www.thefa.com/get-involved/respect/play-your-part>

Managers and Coaches are to follow the code of conduct. If the code of conduct is breached by managers, coaches, committee members, players or parents club disciplinary committee, led by Club Welfare Officer, will expediently investigate the breach and decide the best way forward. Outcomes could range from development discussions to individuals being dismissed from the club.

16. DECLARATION

It is hereby certified that this document represents a true and the most up-to-date version of the Constitution of the AFC Bridgnorth Spartans Junior Football Club.

Signed: Chairman

Signed: Secretary

Date: