



# Hasland

## Community Football Club

17 Coppice Close - Hasland - Chesterfield - Derbyshire - S41 0NA

### Club Constitution

The following forms the Club Constitution of Hasland Community Football Club, hereafter known as "The Club".

#### 1. Name and Club Colours

The Club name should be known as Hasland Community Football Club (Hasland CFC). The Club colour will be yellow and black. The alternative Club colours (if required for away fixtures) will be orange and black.

#### 2. Address

The address of the Club will be that of the Club Secretary.

#### 3. Affiliation

The Club will be affiliated to Derbyshire County Football Association.

#### 4. Aims and Objectives

- a) The main aim with the Club is for children to learn the skills of football in a fun, enjoyable and safe environment and develop and understand the values of team spirit, correct attitude and good sportsmanship above the need to win.
- b) This will be done by offering qualified training and the opportunity to play competitive football at the appropriate level, together with the right of parents to take responsibility for and become involved in the running of the Club and all of its associated activities.
- c) The Club will be run in an open, honest and transparent manner.
- d) The Club will offer opportunities for all children regardless of gender, nationality, ethnic origin, colour, religion, disability or means.
- e) The Club will be free from any form of harassment, intimidation, bullying, victimisation or discrimination.
- f) The Club will treat all with dignity and respect.
- g) The Club shall run as a non-profit voluntary organisation.
- h) The Club aims to promote itself within the local community and football.

#### 5. Officers

The Officers of the Club shall consist of Chairperson, Secretary, Assistant Secretary, Treasurer, Welfare Officer, Players Liaison Officer, Parents Liaison Officer, Fundraising Officer and Other Co-opted Members at the discretion of the Management Committee.

#### 6. Committee of Management and Powers

The Committee of Management hereafter known as "The Committee" shall undertake the general management of the Club. The Committee shall consist of the Officers designated in Section 5 of the Club constitution, vacant positions shall be elected at the AGM (Annual General Meeting) or EGM (Extra ordinary General Meeting). Each Club Officer and Club Committee Member shall hold office

from the date of appointment until the next Annual General Meeting unless otherwise resolved at an Extraordinary General Meeting. No person may hold not more than 2 positions at Club Officer at any time. 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 Chairperson or in their absence by another Officer voted in at the Meeting. The quorum for the transaction of business of the Committee shall be  $\frac{3}{4}$  or more of the full committee.

Decisions of the Club Committee at Meetings shall be entered into the minute book of the Club to be maintained by the Club Secretary. The Football Association and Parent County Association shall be given access to the minute book of the Club on demand. Club Members shall be given access to the minute book on written request to the Club Secretary. An 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. If there is more than one candidate then a closed ballot will be held. Save as provided for in the Rules and Regulations of the Football Association and the County Association to which the Club is affiliated, the Club Committee should have the power to decide all questions and disputes arising in respect of any issue concerning the Club rules. The Management Committee will be responsible for adoption new policy, codes of conduct and rules that affect the organisation of the Club. The Committee is empowered to set up sub-committees on set tasks or actions. Meetings will be held when called for by the Club Chairman but no fewer than 6 Meetings per year to include the Annual General Meeting.

## **7. Club Membership**

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. A Member will be any person, regardless of age, registered as a player for the Club, a Team Manager or anyone elected to the Club Committee. In the case of a minor, the parent(s) or guardian(s) will be eligible to represent the minor. All persons serving as Officers or on Committee will be deemed to be Club Members. Election to Membership shall be at the sole discretion of the Club Committee. Membership shall become effective upon an applicants name being entered in the Membership Register. In the event of a Member's resignation or expulsion, his or her name shall be removed from the Membership Register. Players or their parent or guardian shall be deemed to be Members of the Club with voting rights. The Football Association and County Football Association shall be given access to the Membership Register on demand.

## **8. Membership Fees**

The Membership fees shall be set annually by the Management Committee at the AGM.

## **9. Resignation and Expulsion**

- a) 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 of their resignation. A Member whose fees fall more than 2 months in arrears shall be deemed to have resigned.
- b) The Club Committee shall have the power to expel a Member when, in their opinion, it would not be in the interest of the Club to remain a Member. There shall be no Appeals Procedure.
- c) Team Managers and Assistant Managers and Coaches will be appointed at the discretion of the General Management Committee.
- d) A Member who resigns or who is expelled shall not be entitled to claim any, or a share of any, of the Club property.

## 10. Meetings

The Annual General Meeting shall be held prior to the start of the following season to:

- (a) Receive a report of the activities of the Club over the previous year.
- (b) Receive a report of the Club's finances over the previous year.
- (c) Elect new Members to vacant positions on the Club committee (if required).

Nominations for election for any available position on 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 14 days before the AGM.

Members will be given 21 days notice of the AGM.

Each Member will be entitled to normal voting rights at the AGM.

The Constitution shall not be added to, cancelled or altered in any way other than at an AGM or Extraordinary General Meeting (EGM). Members will be given 14 days notice of an EGM. General meetings of the Committee will be as per section 6.

## 11. Finances

- a) The Club shall run as a non-profit Organisation with all excess monies being reinvested into the Club and the activities of its Members.
- b) A bank accountant shall be maintained in the name of Hasland CFC. Three designated signatories to the Club Account will be assigned from the Officers. The Treasurer will always be one designated signatory. Any families who have more than one officer, then only one of these can be designated as a signatory. All withdrawals from the Club Account shall be transacted with 2 signatures.
- c) All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- d) The General Management Committee shall require proper books of accounts to be kept by the Treasurer.
- e) The book of accounts as maintained by the Treasurer shall be independently audited and signed for at the end of each financial year.
- f) The financial year of the Club shall run from May 1<sup>st</sup> to April 30<sup>th</sup> the following year.
- g) The Treasurer is authorised to pay all regular bills associated with the day to day running of the Club.
- h) Each person appointed to be responsible for a team may keep a maximum sum of £50 for general expenditure which must be recorded and accompanied by a receipt. Monies in excess of £50 should be passed each week to the Assistant Secretary. The Assistant Secretary shall then deposit the funds with the Club Treasurer at the next Committee Meeting.
- i) Each Team must retain a minimum sum of £50. Any Team with a sum less than £50 for a period of more than 8 weeks will be deemed to be commercially unviable and the future of said Team will be considered by the committee.
- j) Each Team Manager must keep accurate records of their Team's transactions and pass a copy to the Club Treasurer at the end of each season or when requested by the Treasurer.
- k) The Club Committee shall have power to authorise the payment of remuneration and expenses to any Member of the Club Committee and to any other person or persons for services rendered to the Club.

## 12. Club Assets

All Assets shall be the property of the Club. Assets will be used by Members to the furtherance of the aim of the Club, which shall at all times remain the property of the Club.

### **13. Dissolution**

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. 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. Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to a local football team at the discretion of the Committee after consultation with Derbyshire County Football Association.

### **14. Child Protection**

The Club is aware of and shall follow the guidelines of the Football Association's Child Protection Policy. A designated Child Protection Officer, shall, as necessary, attend all FACP courses and advise the Committee of any incident or occurrence, which is in breach of, said policies and procedures.

### **15. Code of Conduct**

The Club has a Code of Conduct that details of performance criteria expected from players, parents and Managers. A formal Code of Conduct document must be completed and returned to the Club Secretary. It is mandatory for players to be registered and play football for Hasland CFC. The Executive Committee shall deal with misconduct, any fairly bad player, parent or Manager to act and abide by the Code of Conduct will result in the Committee being advised of that failure. The decision of the Committee will be final and binding.

### **16. Club Kit / Equipment**

All Club Managers shall only purchase Kit and Equipment which has been sanctioned and specifically agreed by the Committee.

### **17. Sponsorship**

All sponsorship activities shall be approved through the Club Committee. No agreements for sponsorship or funding shall be agreed on behalf of the Club without prior consent from the Club committee.

### **18. Liability**

The Hasland Community Football Club shall indemnify the Club committee and Club Managers acting properly in the course of running the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets.)

No Committee Member or Club Manager shall be personally liable for monetary damages associated with the running of the Club unless acting in any of the following conditions:

- (a) A breach of the Committee Member's or Club Manager's duty of loyalty to the Club;
- (b) Acts or omissions not in good faith or that involve intentional misconduct or a knowing violation of law;
- (c) A transaction from which the Club Committee Member or Club Manager derived an improper personal benefit;
- (d) An act or omission that is grossly negligent.