

# **Club Constitution**

## **Object**

The object of the Club shall be to promote Girls and Women's Football throughout North Derbyshire, North Nottinghamshire and South Yorkshire.

## **Title**

The Club shall be called "Chesterfield Ladies FC". 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 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.

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

## **Club Membership**

Any person may become a member of Chesterfield Ladies FC. A yearly subscription is payable.

All players and persons representing Chesterfield Ladies FC in an official capacity shall automatically become a member and entitled to one vote. A Members Register will be drawn up at the start of every new season. Players under the age of sixteen will transfer their vote to one parent/guardian.

## **Resignation & Expulsion**

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 Management committee or a Manager or their resignation.

The committee may terminate the membership of any member breaking the rules of the Club or bringing the Club into disrepute. The member concerned shall have the right to

be heard by the committee before a final decision is made.

A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Clubs Property.

### **Club Management Committee**

The Club Management Committee shall govern the Club.

The Club Management Committee shall consist of Executive & Honorary Officers as follows.

#### Executive Officers

Chairperson

Vice Chairperson

General Secretary

Treasurer

The term of office shall run continuously for a period of three years unless otherwise decided at the AGM/EGM.

#### Honorary Officer

Managers (from each playing team)

Welfare Officer(s)

Junior Representative

Senior Representative

General Secretary Assistant

Club Development Officer

Minutes Secretary

The term of office shall run continuously for a period of one year unless otherwise decided at the AGM/EGM. Manager shall be excluded from this rule.

The Club Management Committee shall meet six times a year.

The Club Management Committee shall form a Discipline Committee and Revue Panel

when required. Any member of the Club Management Committee with a conflict of interest shall be required to leave the meeting while matters are discussed and relinquish their vote on said matter.

Decisions of the Club Management Committee shall be made by a simple majority of those attending the Club Management Committee Meeting. A minimum of five members of the Club Management Committee required to make a Quorum. The Chairperson/acting Chairperson shall have the casting vote in the event of a tie.

Decisions of the Club Management Committee shall be entered into the minutes book and maintain by the General Secretary.

All general Club Correspondence and administration will be the responsibility of the General Secretary.

### **Powers**

The Club Management Committee shall have the following powers to:-

Raise funds and apply for, invite, obtain, collect, and receive contributions, grants subscriptions fees, and loans.

Employ any paid worker or pay an agent to assist in the achievement of Chesterfield Ladies FC.

Hire, rent, lease and own property and equipment necessary to achieve the aims.

Affiliate to any local or national group, organisation or association that the Club Management Committee decides appropriate and disaffiliate from any group, organisation or association if continued affiliation be, in the Club Management Committee's view, against the interest of Chesterfield Ladies FC.

Do all such lawful things as are necessary to achieve the above aims.

### **Annual and Special General Meetings**

The Annual General Meeting shall be held each year to:-

Receive a report of the activities of the Club over the previous year.

Receive a report of the Club finances over the previous year

Appointment of an independent examiner/auditor if necessary.

Elect the members of the Club Management Committee.

For an AGM the secretary shall give 14 days' notice, by either the Club Website, text message or by writing to all Club Members. There will be an agenda for an AGM.

Nominations for the election of Members of the Club Management Committee shall be made in writing to the General secretary by the proposer and seconded both who must be Club Members and not less than 48 hours before the meeting.

Notice of any resolution to be proposed at the AGM shall be given in writing to the Club General Secretary not less than 48 hours before the meeting.

Amendments to the constitution may be made by a two thirds majority of the members at the AGM/EGM of which due notice has been given together with the wording of the proposed amendment.

The Chairperson or General Secretary may call an EGM at any time giving 48 hours notice, or will do so if requested in writing by one third of the Club Members on the Membership Register.

The Chairperson, or in their absence a member selected by the Club Management Committee shall take the chair. Each member will be entitled to one vote and any resolutions shall be passed by a simple majority. The Chairperson/acting Chairperson shall have the casting vote in the event of a tie.

The Club Minutes Secretary, or in their absence a member of the Club Management Committee, shall enter the Minutes of the AGM into the Minutes book of the Club.

## **Subscriptions**

Subscriptions shall be determined annually by the Club Management Committee.

Subscriptions shall be paid by Full and Junior Members, who will be duly and officially advised.

A reduction in subscriptions can be applied for in certain circumstances to the Club Management Committee.

The Club Management Committee shall have the authority to levy further subscriptions from the Members as are necessary to fulfil the objects of the Club.

## **Finance**

The Club shall be run on a non-profit basis. All monies subscribed to or raised on behalf of the Club shall only be used to further the objects of the Club.

The Treasurer shall record and keep a true account of all the finances of the Club, closing accounts annually prior to the AGM.

An independent auditor shall audit the accounts once a year. The audited statement shall be submitted to the AGM.

The Bankers for the Club shall be "The Nat West".

The cheques shall be signed by 2 signatories from 4 authorised by the Club Management Committee. None shall be related or live at the same address.

The Club Management Committee shall have the power to authorise the payment of remuneration and expenses to any Member of the Club and to any person or persons for services rendered to the Club.

### **Dissolution**

If the organisation is wound up or dissolved and after all its debts and liabilities have been satisfied there remains any property, it shall not be paid to or distributed among the members, but shall be given or transferred to some other not-for profit organisation with similar objects