

Chadlington Community Amateur Sports Club

Constitution

1. Name

The name of the Club is Chadlington Sports Club hereafter known as "The Club".

2. Club Purposes

The purposes of the Club are to promote the amateur sports of Football and Cricket in Chadlington and community participation in the same.

3. Aims and Objectives – Football

To further the Club's purposes in relation to amateur Football, the Club commits itself to the following aims and objectives:

- (a) To foster, promote and advance the Club and the sport of Football at all levels within the local community;
- (b) To provide coaching and competitive opportunities in football;
- (c) To support and manage Chadlington Football Club and maintain facilities, grounds and equipment fundamental to the playing of football;
- (d) The Club shall be affiliated to the Oxfordshire Football Association;
- (e) The Club shall abide by The FA's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as shall be in place from time to time;

4. Aims and Objectives – Cricket

To further the Club's purposes in relation to amateur Cricket, the Club commits itself to the following aims and objectives:

- (a) To foster, promote and advance the Club and the sport of cricket at all levels within the local community;
- (b) To provide coaching and competitive opportunities in cricket;
- (c) To support and manage Chadlington Cricket Club and maintain facilities, grounds and equipment fundamental to the playing of cricket;
- (d) To ensure that all members, playing and non-playing alike, abide by the English Cricket Board (hereafter "ECB") Code of Conduct which incorporates the Spirit of Cricket and by the Laws of Cricket;
- (e) To ensure a duty of care to all members of the Club by adopting, implementing and endorsing the following policies and any future versions of them:
 - i. the ECB 'Safe Hands – Cricket's Policy for Safeguarding Children'
 - ii. the ECB Cricket Equity Policy

5. Membership

- (a) Membership of the Club shall be open to anyone interested in the sporting and/or social aspects of the Club on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership 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 and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- (c) Application for membership shall be by way of a membership application form and by payment of the relevant subscription/joining fees as determined at the Annual General Meeting of the Club or at an Extraordinary General Meeting.
- (d) No person shall be eligible to take part in the business of the Club, or be eligible for selection for any Club team unless they have paid by the specified date the subscription appropriate to their desired level of involvement. The Management Committee, or their appointed representative, has the discretion to waive this rule on an individual basis for such a period as they see fit where they consider there is just cause.
- (e) Membership of the Club will not be sport specific. Playing Membership, whether adult or junior, will therefore entitle the holder to participate in all sporting activities for the Club.
- (f) 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.
- (g) All members of the Club will be subject to the regulations of the constitution, and by joining the Club will be deemed to have accepted these regulations and any further Codes of Conduct that the Club has adopted.
- (h) All full members of the Club shall be entitled to vote at any General Meetings of the Club and stand for election to club positions. The classes of membership conferring full membership are: Playing, Social and Honorary/Life. Adults covered by Family Membership are also deemed to be full members.

6. Classes of Membership

There shall be six classes of membership available. These are:

- Adult Playing Member

A Playing Member shall be an adult whose principal involvement with the Club is as a regular participant in one or more sports.

- Social Member

A Social Member shall be an adult whose principal involvement with the Club is on a social/non-playing basis.

- Junior Member

A Junior Member shall be a person under the age of 18 at the beginning of the current membership year. Junior Members do not have voting rights, nor may they stand for election to club positions unless the Management Committee deems it necessary to further or facilitate the running of the Club. Otherwise holders of Junior Membership are entitled to participate in all relevant club activities.

further or facilitate the running of the Club. Otherwise holders of Junior Membership are entitled to participate in all relevant club activities.

- **Family Member**

Family Membership entitles up to two adults and any dependent children under the age of 18 at the beginning of the current membership year to join the Club by the payment of a single membership fee. Under this class of membership each adult will be given rights equivalent to those of a Playing Member, and each child will automatically become a Junior Member.

- **Associate Member**

Associate Membership shall be given automatically to the parents/carers /guardians of Junior members who are not members of the Club in their own right. This membership shall last whilst their child is a member of the Club. Associate Members shall be given such access to club facilities as is necessary for them to fulfil their responsibilities as parents/carers, beyond this a fair usage policy will operate and the Club retains the right to charge a fee where the Management Committee deems it necessary and appropriate to do so. Associate Members do not have voting rights and cannot stand for election to club positions. At the discretion of the Club and its Officers, youth or adult players of sports that are covered by Club insurance, may attend coaching courses on a trial basis pending their decision to take up full membership of the Club. In such circumstances the player shall be deemed to hold "associate membership" status and this will remain in place until full membership is applied for and approved, and for no longer than the Club and its Officers considers reasonable given the circumstances

- **Honorary/Life Member**

Honorary/Life Membership shall be given to an individual who has rendered outstanding service to the Club. Candidates for Honorary/Life Membership will be considered by the Management Committee. If it is deemed appropriate a list of suitable candidates will then be presented to members to be voted upon by members at an Annual General Meeting.

Should a dispute arise as to which class of membership is appropriate for an individual the Membership Secretary and/or his designated representative shall have final determination of the matter.

A list of members in each category shall be maintained by the Membership Secretary and/or his designated representative.

7. General Meetings (GM)

- (a) All members may attend all general meetings of the Club in person.
- (b) Such meetings need 21 clear days' written notice to members.
- (c) The quorum for all general meetings is 12 members present or 10% of the total voting membership of the Club whichever is greater.
- (d) The Chair or (in his or her absence) another member chosen at the meeting shall preside.
- (e) Except as otherwise provided in these Rules:
 - i) any matter may be considered at a general meeting and;
 - ii) every resolution shall be decided by a simple majority of the votes cast on a show of hands.
- (f) Formalities in connection with General Meetings (such as how to put down resolutions) shall be decided by the Management Committee and publicised to Club members.

- (a) sell and supply food, drink and related sports clothing and equipment;
 - (b) employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - (c) pay for reasonable hospitality for visiting teams and guests;
 - (d) indemnify the Management Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- (iv) The Management Committee will have due regard to the law on disability discrimination and child protection.

(C) Election of Officers

- i) All Officers shall be elected at the AGM from and by the members of the club.
- ii) All Officers shall serve a term of one year.
- iii) Any Management Committee member may be re-elected or re-co-opted to the same or another office the following year without limit.
- iv) A Management Committee member ceases to be such if he or she ceases to be a member of the Club, resigns by written notice, or is removed by the Management Committee for good cause after the Member concerned has been given the chance of putting his/her case to the Management Committee with an appeal to the Club members, or is removed by club members at a general meeting. The Management Committee shall fairly decide time limits and formalities for these steps.

(D) Committee Meeting

- (i) Whenever a Management Committee member has a personal interest in a matter to be discussed he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote and have no vote on the matter concerned.
- (ii) The Management Committee may decide its own way of operating. Unless it otherwise resolves the following rules apply:
 - (a) at least 2 members must be present for the meeting to be valid;
 - (b) management committee meetings shall be held face to face;
 - (c) the Chair or whoever else those present choose shall chair meetings;
 - (d) decisions shall be by simple majority of those voting;
 - (e) a resolution in writing signed by every Management Committee member shall be valid without a meeting;
 - (f) the chair of the meeting shall not have a casting vote.

(E) Delegation etc.

The Management Committee may delegate any of its functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the Club; its membership; its duty to report back to the Management Committee. The Management

8. Annual General Meetings (AGM)

The Club will hold an AGM once in every calendar year and not more than 15 months after the last AGM. At every AGM:

- (a) the Members will elect a Management Committee including a Chair, Treasurer, Secretary and Membership Secretary to serve until the next AGM;
- (b) the Treasurer will produce accounts of the Club for the latest financial year audited as the Management Committee shall decide;
- (c) the Management Committee will present a report on the Club's activities since the previous AGM;
- (d) the Members will appoint a suitable person to audit the accounts; and
- (e) the Members will discuss and vote on any resolution (whether about policy or to change the Rules) and deal with any other business put to the meeting.

9. Extraordinary General Meetings (EGM)

An EGM shall be called by the Secretary within 14 days of a request to that effect from the Management Committee or on the written request of not less than 10 members signed by them. Such EGM shall be held on not less than 14 nor more than 21 days' notice at a place decided upon by the Management Committee or in default by the Chair.

10. The Management Committee

(A) Role

Subject to these Rules the Club will be managed through the Management Committee which shall have responsibility for the management of the Club, its funds, property and affairs. The Management Committee will be comprised of the following officers:

- Chairman
- Treasurer
- Secretary
- Membership Secretary

Additionally the Management Committee members may co-opt club members to serve until the end of the next AGM.

(B) Property etc

- (i) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the club.
- (ii) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- (iii) The Club may also in connection with the sports purposes of the Club:

Committee may wind up any sub-committee at any time or change its mandate and operating terms.

(F) Disclosure

Annual club reports and statements of account must be made available for inspection by any member and all club records may be inspected by any Management Committee member.

11. Permitted means of advancing the Purposes

The Management Committee has the power to:

- (a) acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities;
- (b) provide coaching, training, medical treatment, and related social and other facilities;
- (c) take out any insurance for club, employees, contractors, players, guests and third parties;
- (d) raise funds by appeals, subscriptions, loans and charges;
- (e) borrow money and give security for the same, and open bank accounts;
- (f) buy, lease or licence property and sell, let or otherwise dispose of the same;
- (g) make grants and loans and give guarantees and provide other benefits;
- (h) set aside funds for special purposes or as reserves;
- (i) invest funds in any lawful manner;
- (j) employ and engage staff and others and provide services;
- (k) co-operate with or affiliate to firstly any bodies regulating or organising the Sport and secondly any club or body involved with it and thirdly with government and related agencies;
- (l) do all other things reasonably necessary to advance the purposes;

NONE of the above powers may be used other than to advance the purposes consistent with the Rules below and the general law.

12. Amendments

- (a) These Rules may only be amended at either an Annual General Meeting or an Extraordinary General Meeting. A vote to amend these rules either in part or in full must be carried by a two-thirds majority of the votes cast. In any event no amendment may be made so as to:
 - i) Jeopardise the Club's status as a Community Amateur Sports Club as first provided for by the Finance Act 2002 and;
 - ii) Alter its purposes (unless the procedure set out in 9(b) has been followed) or winding up provisions.
- (b) The Club Purposes may be changed to include another eligible sport if the Management Committee unanimously agree and the members also agreed the change by a 75% majority of votes cast.

13. Discipline and Appeals

All complaints regarding the behaviour of members should be lodged in writing with the Secretary.

The Committee shall appoint a Disciplinary sub-committee who will meet to hear complaints within 10 days of a complaint being lodged. Any member requested to attend a Disciplinary sub-committee shall be entitled to be accompanied by a friend or other representative and to call witnesses. The Committee (or its sub-committee) has the power to take appropriate disciplinary action, including the termination of membership.

The outcome of the disciplinary hearing shall be put in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days following the hearing.

There shall be a right of appeal to the Committee against either the finding or the sanction imposed or both following disciplinary action being taken. The Committee shall appoint an Appeals Committee (a maximum of three) which shall not include members involved with the initial disciplinary hearing but may include non members of the club. The Appeals Committee shall consider the appeal within 21 days of the Secretary receiving the appeal. The individual submitting the appeal shall be entitled to be accompanied by a friend or other representative and to call witnesses. The decision of the Appeals Committee shall be final and binding on all parties.

14. Winding Up the Club

- (a) The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
- (b) The Management Committee will then be responsible for the orderly winding up of the Club's affairs.
- (c) After settling all liabilities of the Club, the Management Committee shall dispose of the net assets remaining to one or more of the following:
 - (i) to another Club with similar sports purposes which is a registered charity and/or
 - (ii) to another Club with similar sports purposes which is a registered CASC and/or
 - (iii) to the Club's governing body for use by them for related community sports.

15. Declaration

Adopted for and on behalf of the club at a meeting held at CRADLETON S.C. on 27/09

Signed: Name Mark L. [Signature]
Signature [Signature]

[Here and signature of chair of meeting]

Witnessed: Name John Towse
Address St Michaels C of E, Cradle Park, Cradle Park, Cradle Park, Cradle Park
Occupation Senior Lecturer at Cradle Park
Signature [Signature]

[Here and signature of witness]