

Welton Football Club - Founded in 1986

Welton Football Club Constitution

Revised – June 2011

Name

1. The Club shall be called Welton Football Club (FC). (The Club).

Purpose

2. The purposes of the Club are to promote the amateur sport of association football in Welton and community participation in the same.

Status of Rules

3. These rules (the Club Rules) form a binding agreement between each member of the Club. A copy of the Constitution will be lodged with Welton Parish Council (WPC).

Rules and Regulations

4. 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.
 - a. No alteration to the Club Rules shall be effective without prior written approval by the Parent Association.
 - b. 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.

Club Membership

5. 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 of membership according to available facilities is allowable on a non discriminatory basis.
6. 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.
7. The Club Management 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.
8. A member is a young person who was under 18 years of age on 31 July and over 5 years of age on 31 August in the year of commencement of the season and who has paid the appropriate fee.
9. For the purposes of these Rules, the term "Member" shall be a playing Member, being an individual who has successfully applied to join the Club in a playing capacity or one of his/her parent(s) or legal guardian. The annual fee referred to in (14) shall be payable only in respect of a playing Member. One of the parent(s) or legal guardian of a playing

Member shall be treated as acting for the playing Member as regards attendance at an AGM, SGM or at Club Management Committee/Executive Committee meetings

10. A member may also be any Club Management Committee member. A member can be registered for more than one team at any one time only by agreement of the Club Management Committee. The member's first choice team, declared by the member when registering for the Club, shall always have first call on that member's services. Their participation in any other team must only be with the express prior approval of the aforementioned team manager or assistant.
11. Any person who wishes to be a member must apply on the Membership Application Form and deliver it to the Club. Election to membership shall be at the sole discretion of the Club Management Committee. Membership shall become effective upon an applicant's name being entered in the Membership Register. The members of the Club from time to time shall be those persons listed in the register of members (the Membership Register) which shall be maintained by the Club Membership Secretary.
12. In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
13. The Football Association and Parent County Association shall be given access to the Membership Register on demand.

Annual Membership Fee

14. An annual fee payable by each playing member shall be determined from time to time by the Club Management Committee. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable except in exceptional circumstances and with the prior approval of the Club Management Committee. The Club Management Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfill the objectives of the Club.

Resignation and Expulsion

15. 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 of their resignation. A member whose annual membership fee or further subscription is more than 2 months in arrears shall be deemed to have resigned.
16. The Club Management 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.
17. A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.

Club Management Committee

18. The Club Management Committee shall consist of the following Club Officers:
 - Chairperson,
 - Vice-Chairperson,
 - Treasurer,
 - Secretary,
 - Minutes Secretary,
 - Membership Secretary
 - One representative from each Team,
 - Plus up to 5 other Officers elected at an Annual General Meeting.

19. Each Club Officer and Club Management Committee Member shall hold office from the date of 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. The Club Management Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Management Committee shall be made by a simple majority of those attending the Club Management Committee meeting. The Chairperson of the Club Management Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Management Committee shall be chaired by the Chairperson or in their absence the Vice-Chairperson. The quorum for the transaction of business of the Club Management Committee shall be five.

20. Decisions of the Club Management Committee at meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
21. Any member of the Club Management Committee may call a meeting of the Club Management Committee by giving not less than 7 days' notice to all members of the Club Management Committee. The Club Management Committee shall hold not less than four meetings a year.
22. An outgoing member of the Club Management Committee may be re-elected. A member proposed by one and seconded by another of the remaining Club Management Committee members and approved by a simple majority of the remaining Club Management Committee members shall fill any vacancy on the Club Management Committee that arises between Annual General Meetings.

Executive Committee

23. The Club Management Committee may appoint an Executive Committee which shall comprise of the Chairperson, Vice-Chairperson, and up to three other nominated members.
24. The Executive Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. The Executive Committee shall be responsible for the day to day management of the Club. Decisions of the Executive Committee shall be made by a simple majority of those attending the Executive Committee meeting. The Chairperson of the Executive Committee meeting shall have a casting vote in the event of a tie. Meetings of the Executive Committee shall be chaired by the Chairperson or in their absence the Vice-Chairperson. The quorum for the transaction of business of the Executive Committee shall be three.
25. The executive Committee may not enter into financial commitments in excess of £250 without prior reference to the Club Management Committee where approval shall be sought.
26. Decisions made by the Executive Committee must be minuted and published prior to the first Club Management Committee meeting following the decision of the Executive Committee.
27. Save as provided for in the Rules and Regulations of The Football Association and the County Association to which the Club is affiliated only the Club Management Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

Annual and Special General Meeting

28. An Annual General Meeting (AGM) shall be held in each year 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 the members of the Club Committee
 - d. Consider any other business

29. Nominations for election of members as Club Officers or as members of the Club Management Committee shall be made in writing by the Proposer and Seconder, both of whom must be existing members of the Club, at (or by prior written notice to the Club Secretary), 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.
30. The Club Management Committee may call a Special General Meeting (SGM) at any time. It 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.
31. The Secretary shall send to each member in writing at their last known address, or by appropriate electronic means notice of the date of a General Meeting together with the resolutions to be proposed at least 14 days before the Meeting.
32. The quorum for a Special General Meeting shall be five.
33. The Chairperson, or in their absence a member selected by the Club Management Committee, shall take the chair. Each member present shall have one vote and a simple majority shall pass resolutions. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.
34. 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.

Club Teams

35. At its first meeting following each AGM the Club Management 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 and such other duties and responsibilities as may be decided by the Club Management Committee from time to time.
36. Appointed members must be appropriately qualified (or nominate an appropriate and acceptable coach to work with them) and be CRB checked, or for newly appointed members must attain such accreditation and clearance within 12 months and 3 months respectively.
37. The appointed member (or an appropriate substitute) must attend each meeting of the Club Management Committee. Should a team not be represented for two consecutive meetings that team shall be immediately suspended from all competitions and shall have to make representations at a subsequent Club Management Committee meeting to be considered for re-instatement.
38. Selection of teams shall be at the sole discretion of the team manager.
39. Any member wishing to establish a new club team shall seek the prior approval of the Club Management Committee

Club Finances

40. A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be the Club Chairperson, the Club Vice-Chairperson, Secretary and the Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the four designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
41. 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.

42. The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
43. The Club may also in connection with the sports purposes of the Club:
 - 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 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)
44. The Committees will have due regard to the law on disability discrimination and child protection.
45. The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.
46. 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 Management Committee and entry in the Minute Book shall be conclusive evidence of such a decision.
47. The Custodians shall be appointed by the Club in a Club Management Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
48. 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 Management Committee. On the death of a Custodian, any Club Property vested 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.
49. The Custodians 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.

Dissolution

50. 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. The Club Management Committee will then be responsible for the orderly winding up of the Club's affairs. After settling all liabilities of the Club, the Club Management Committee shall dispose of the net assets remaining to one or more of the following:
 - a. to another Club with similar sports purposes which is a registered charity and/or
 - b. to another Club with similar sports purposes which is a registered CASC and/or
 - c. to the Club's governing body for use by them for related community sports
51. The dissolution shall take effect from the date of the resolution and the members of the Club Management Committee shall be responsible for the winding up of the assets and liabilities of the Club.

Adopted at a meeting held at Manor Park, Welton on 23 June

Signature: <<*Original Signed*>>

Name: Terry peachman

Position: Chairperson

Witnessed by:

Signature: <<*Original Signed*>>

Name:

Address:

Occupation: