



WELCOME TO ROTHWELL TOWN



**Respect**

**CLUB CONSTITUTION**

# ROTHWELL TOWN AFC CLUB CONSTITUTION

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## **1. Title**

The Club shall be called Rothwell Town AFC.

## **2. Affiliation**

It shall be affiliated to the West Riding County Football Association. All teams should only enter leagues as decided by the Club Committee. It shall be bound by the rules of such organizations.

## **3. Objectives**

The Club's objective shall be to provide association football for its members and such social and recreational pursuits as may be deemed desirable by the Committee.

## **4. Membership**

All members shall be bound by the constitution of Rothwell Town AFC. Playing membership shall be open to boys and girls of all ages. Membership is to the Club only and does not include League Registration or the guaranteed right to play matches. Adult teams may be known as Rothwell Town.

## **5. Officers and Club Committee**

The duties of the Club shall be performed by a general committee consisting of the following officers and members who shall be elected at the annual general meeting.

President, Vice-President, Chairman, Secretary, Treasurer

Other roles can be created at the discretion of the Committee.

Should a position become vacant subsequent to the Annual General Meeting or, if within the rules as above, a further committee member is required, the remaining elected officers and members may appoint any person they consider suitable to the position.

## **6. Powers of the Committee**

The management of all Club assets and property shall be invested in the Committee. It shall have the powers to:

6.1 Appoint such sub-committees as may, from time to time, be necessary and shall receive reports and act on recommendations from such sub-committees. Should an outgoing committee have decided to constitute a social committee to manage fund raising and social functions, then members of that committee shall be re-elected at the A.G.M. This committee shall comprise a minimum of three members.

6.2 Declare a seat vacant should a member absent himself from six consecutive meetings without satisfactory explanation or, in the view of the Committee, be guilty of conduct contrary to the interests of the club.

6.3 Cancel the membership of any child/adult for misconduct. No fees will be refunded.

## **7. Annual General Meeting**

The annual General Meeting shall be held annually prior to 30<sup>th</sup> June. At least seven days notice will be given to all player members and /or in local publications and/or in such other manner as the Committee shall decide suitable. All members shall be allowed to attend and all adult members during the year under

review shall be entitled to vote. Votes may only be cast by those present. The business of the A.G.M. shall be:-

7.1 To receive the annual report from the outgoing Chairman and/or Secretary.

7.2 Receive the Treasurers Statement of Accounts.

7.3 Elect the Club Officials and Committee.

Nominations for Committee members should be notified to the Secretary in advance of the meeting.

7.4. Fix membership subscriptions.

7.5. Receive, discuss and adopt, if vote so decides, amendments to the Club Rules and Constitution. Alterations to the Constitution require 2/3rd majority vote

7.6. Discuss any other business

### **8. Special General Meeting**

A special general meeting may be called at any time by the Club Committee or by the Secretary on receipt of a written request by a minimum of 5 members. All persons allowed to attend and vote at an Annual General Meeting shall be allowed to attend and vote at a Special General Meeting.

### **9. Child Protection Policy**

The Club adopt the policy and procedures as set out in the FA Child Protection Procedures and Practices Handbook. This includes the appointment of a Child Protection Officer who is available to offer advice, guidance and action where required, completion of Personal Disclosure Forms by all personnel involved, and for Child Protection to remain an agenda item each meeting to allow for discussion, advice and learning opportunities. The club will also abide by the FA's Child Protection Policies and Procedures, Codes of Conduct and the Equality Policy as shall be in place from time to time.

### **10. Code of Good Practice**

As set out by the FA in their Development programme, the Club adopt the Code of Conduct for Coaches, Players, Team Officials, Parents/ Spectators together with a Complaints Procedure. These are to be issued with all applications to join the Club to ensure these are followed by all parties.

#### **10.1 Fines / cautions**

Rothwell Town football Club abides by the rules and practices stated in the FA regulations. It is the policy of the Club to abide by the referee's decisions in assigning cautions. The Club will not dispute these decisions, nor is the Club responsible for the payment of fines. The responsibility for the payment of those fines rests solely with the offending player and his/her parents/guardians, unless the Club exercises its own discretion in making payment. Any fines not paid within 14 days of the offence, will result in the player being suspended from playing matches until the fine is paid

### **11. Subscriptions**

Annual Subscriptions to the Club shall be decided at the A.G.M. and become due by 31<sup>st</sup> August each year, or by monthly instalments between 31<sup>st</sup> August and 31<sup>st</sup> May.

The Club has the power to suspend or expel any players/parents who have not paid subscriptions on time and/or without reasonable explanation.

### **12. Finance**

The Committee shall have cause, through the Treasurer, to keep proper books of accounts which shall be presented at each Committee meeting. Auditing of the books shall be undertaken every 3 years or more frequently at the discretion of the Committee. All expenditure must be authorized by the Committee.

### **13. Club Colours/Club Grounds**

Playing colours and home playing grounds shall be decided by the Committee.

### **14. Transfers**

Transfer of members to or from other clubs must be undertaken in accordance with the appropriate League rules.

## **15. Insurance**

The Club must hold a public liability insurance, which is normally part of its affiliation to West Riding County FA.

## **16. 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) The Club is essentially a not for profit organisation. Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, a Competition, the Parent County Association or The FA for use by them for related community sports.



**Respect**