

## Club Constitution

### 1. Name

The club will be called “.....**Netball Club**” hereafter referred to as *the Club*. It will be affiliated to England Netball.

### 2. Aims and objectives

The aims and objectives of the club will be:

- ✓ To improve health & aid members towards an active lifestyle
- ✓ To offer coaching and competitive opportunities in *Netball*.
- ✓ To promote the club within the local community.
- ✓ To provide provision of training and playing facilities for its members
- ✓ To ensure a duty of care to all members of the club.
- ✓ To provide all its services in a way that is fair to everyone.
- ✓ To ensure membership of appropriate leagues for the purpose of establishing regular competitive play for the club’s representative teams.

### 3. Membership

To ensure all present and future members receive fair and equal treatment.

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

- ✓ Full member.
- ✓ Back to Netball member

### 4. Membership fees

Membership fees are set annually by England Netball. All members of the club shall subscribe to club membership fees for the season as agreed by the Committee or determined at the AGM.

Fees will be paid: annually/monthly

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## 5. Officers of the club

The officers of the club will be:

- ✓ Chair
- ✓ Vice Chair
- ✓ Secretary
- ✓ Treasurer
- ✓ Welfare Officer

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

## 6. Committee

The club will be managed through the Committee consisting of:

- ✓ Chair  
Secretary  
Treasurer
  - ✓ Management Committee  
There shall be a Management Committee consisting of 8 elected members, including the five committee members above.
  - ✓ The Management Committee meetings will be convened by the Secretary of the club and held no less than twice a year.
  - ✓ The quorum required for business to be agreed at Management Committee meetings will be 5
  - ✓ The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
  - ✓ The Management Committee will have powers to appoint new positions and subcommittees as necessary and appoint advisers to the Committee as necessary to fulfil its business.
  - ✓ The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations /constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.
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## 7. Finance

All club monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for the finances of the club.  
The financial year of the club will end on May 1st

A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officers.

## 8. Annual General Meetings

Notice of Annual General Meetings (AGM) will be given by the Club Secretary. Not less than 28 clear days notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 25% of the membership

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## 9. Discipline and appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within *14* days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

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The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 30 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

## 10. Equity Policy Statement

The group will:

- Endeavour to ensure that its members represent a cross section of the community in which it operates and be open to for all sectors of the community irrelevant of age, gender, marital status, employment status, social class, colour, race, ethnic or national origin, religious belief or disability
- Recognises that its members are all individuals with a diverse range of needs.
- Will respect diversity and will operate in a non discriminatory way towards its members.
- Will provide equality of opportunity to participate in all activities so far as is legally permitted and practicable.
- Will monitor and review its policy at the AGM.
- The group will also adopt and abide to the England Netball “Equality and Diversity Policy”

## 11. Safeguarding & Vulnerable Adults Policy

The group recognise the need to have systems in place that will ensure that children, young people and vulnerable adults can work and learn with members of the group in a safe and fun environment. The group will adopt and follow the procedures laid out by England Netball in the Safeguarding & Protecting Young Children in Netball Policy” (A copy of which is available from England Netball) to ensure that they are not putting members in an ‘At Risk’ position.

All members who will work on a 1-2-1 situation with vulnerable adults will be required to undertake a Criminal Records Bureau check and follow a recruitment and induction process.

## 12. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of The Back to Netball League which have similar objectives to those of the club.

## 13. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

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#### 14. Declaration

..... **Netball Club** hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

**Signed:**

**Date:**

**Name:**

**Position: Club Chair**

**Signed:**

**Date:**

**Name:**

**Position: Club Secretary**

**Signed:**

**Date:**

**Name:**

**Position: Treasurer**

Useful website - [www.runningsports.org](http://www.runningsports.org)

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