

# Ashington Town FC

FA Charter Standard Club of the Year 2015 & 2017

## Club Constitution

### 1. Title

The organisation shall be called **Ashington Town Football Club** hereafter to be referred to as "the organisation" and shall be affiliated to the Northumberland Football Association Governing Body.

### 2. Objects

To foster and promote the sport of football at all levels, providing opportunities for recreation and competition.

### 3. Rules and Regulations

**3.1** The members of the organisation shall so exercise their rights, powers and duties and shall, where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the organisation are carried out in accordance with the rules and regulations of the Football Association Limited ( The FA ), County Football Association to which the organisation is affiliated ( Parent County Association ) and competitions in which the organisation participate, for the time being in force.

**3.2** The organisation will also 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. Membership

Membership of the organisation shall be open to any person, regardless of race, age, gender, sexual orientation or ability, who completes a membership application form and pays the relevant subscription / joining fee as determined by the annual general meeting of the organisation members.

### 5. Annual Membership Fee

**5.1** An annual fee payable by each member shall be determined from time to time by the club committee and set at a level that will not pose a significant obstacle to community participation. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable

**5.2** The club committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the organisation.

### 6. Resignation and Expulsion

**6.1** A member shall cease to be a member of the organisation if, and from the date on which, he/she gives notice to the club committee of his/her resignation.

**6.2** The club committee shall have the power to expel a member when, in its opinion, it would not be in the interest of the organisation for them to remain a member. An appeal against such a decision may be made to the club committee in accordance with the complaints procedure in force from time to time.

**6.3** A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the income and assets of the organisation (the club property).

### 7. Officers

The officers of the organisation shall be as follows:

**PRESIDENT** - Non-Executive Officer, usually an honorary position

**CHAIRPERSON** - Executive Officer

**SECRETARY** - Executive Officer

**TREASURER** - Executive Officer

### 8. Election of Officers

**8.1** All officers shall be elected at the annual general meeting of the organisation, from and by, the members of the organisation

**8.2** All officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

## 9. General Committee

**9.1** The affairs of the organisation shall be controlled by a general committee comprising the executive officers of the organisation and 7 other members elected from, and by, the full members of the organisation. The general committee shall meet at agreed intervals and not less than four times per year.

**9.2** The duties of the general committee shall be:

- A,** To control the affairs of the organisation on behalf of the members
- B,** To keep accurate accounts of the finances of the organisation through the Treasurer. These should be available for reasonable inspection by the members and should be audited before every annual general meeting. The organisation shall maintain a bank current account and following officers shall be authorised to sign organisation cheques: Two from the Chairperson; Treasurer.
- C,** To co-opt additional members of the Committee as the committee feels this is necessary. Co-opted members shall not be entitled to a vote on the committee.
- D,** To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

## 10. General Meetings

**10.1** The annual general meeting shall be held not later than the end of August each year. 21 clear day's written notice shall be given to members of the annual general meeting by circulating a copy of the notice to every member at their home address and posting the notice on the organisation notice board. Members must advise the Secretary in writing of any business to be moved at the AGM at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to the members not less than 7 days before the meeting.

**10.2** The business of the AGM shall be to:

- A,** Confirm minutes of the previous AGM & any general meetings held since the last AGM
- B,** Receive the audited accounts for the year from the Treasurer
- C,** Receive the annual report of the committee from the Secretary
- D,** Elect an Auditor
- E,** Elect the officers of the organisation i.e. President, Chairperson, Secretary, Treasurer and other general committee members.
- F,** Review subscription rates and agree them for the forthcoming year.
- G,** Transact such other business received in writing by the Secretary from members 14 days prior to the meeting and included on the agenda.

**NOTE:** The agenda could provide for "any other business" but members should be encouraged to refer other items to the general committee and give the required notice for important AGM business.

**10.3** Special general meetings may be convened by the general committee or on receipt by the Secretary of a request in writing from not less than 5 full members of the organisation. At least 21 days notice of the meeting shall be given.

**10.4** Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the annual general meeting (AGM) date. Nominations can only be made by full members and must be seconded by another full member.

**10.5** At all general meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the organisation or by full members attending the meeting.

**10.6** Decisions made at a general meeting shall be by a simple majority votes from those full members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.

**10.7** A quorum for a general meeting shall be 4 full members and 3 officers of the organisation including 2 from the Chairperson, Secretary and Treasurer.

**10.8** Each full member of the organisation shall be entitled to one vote at general meetings.

## 11. Club Teams

At its first meeting following each AGM the club committee shall appoint a club member to be responsible for each of the organisations football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the club committee at its last meeting prior to an AGM a written report of the activities of the team.

## 12. Alterations to the Constitutions

Any proposed alterations to the organisations constitution may only be considered at an annual or special general meeting convened with the required written notice of the proposed. Any alterations or amendment must be proposed by a full member of the organisation and seconded by another full member. Such alterations shall be passed if supported by not less than two-thirds of those full members present at the meeting, assuming that a quorum has been achieved.

## 13. Dissolution

**13.1** If at any general meeting of the organisation, a resolution be passed calling for the dissolution of the organisation, the Secretary shall immediately convene a special general meeting of the organisation to be held not less than one month thereafter to discuss and vote on the resolution.

**13.2** If at that Special General Meeting, the resolution is carried by at least two-thirds of the full members present at the meeting, the general committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the organisation and discharge all debts and liabilities of the organisation.

**13.3** After all liabilities have been settled, any remaining net assets will be disposed to one or more of the following.

- a) To another club with similar sports purposes which is a charity and/or
- b) To another club with similar sports purposes which is a registered CASC and/or
- c) To the club's national governing body for use by them for related community sports.

## 14. Appeals

**14.1** The **Ashington Town Club Committee** is for disciplinary & appeals hearings and the administration of dismissals. (rules of various leagues).

**14.2** The committee acts as an independent tribunal and are convened to hear both claims for wrongful dismissal & disciplinary charges.

**14.3** The committee will gather all information and then decide guilt or otherwise and determine the penalties.

**14.4** It is important to recognise that the appropriate burden of proof has to be satisfied in all cases in a similar way to the court system.

**14.5** Certain cases may result in the **Ashington Town Club Committee** writing to a participant to remind them of their responsibilities. This is not a formal warning but is generally an indication that the conduct may be in breach of the rules and regulations but formal disciplinary action is not justified / appropriate in the circumstances.

**14.6** Their remit includes child protection, financial irregularities, racism, crowd control as well as FA Rules & Regulations

**14.7** Appeals are permitted against both the decision and sanction. Appeals are heard by

**Ashington Town Club Committee.**

**14.8** The club must be notified of the intention to appeal against a decision within **Fourteen Days** of the day of receipt of a charge been made.

**14.9** A date of the appeal must be set at the earliest opportunity.

Club Chairman Signature B Doherty Date 28/06/2021

Club Secretary Signature \_\_\_\_\_ Date \_\_\_\_\_