



WHEATLEY WANDERERS JUNIOR FOOTBALL CLUB

A Community Football Club

The Constitution

1. Name

The Club shall be called Wheatley Wanderers Junior Football Club (the Club).

2. Objectives

The objectives of the Club shall be to arrange association football matches and social activities for its members, providing opportunities for recreation and competition.

3. Status of Rules

These rules (the Club Rules) form a binding agreement between each member of the Club.

4. Rules and Regulations

- (a) 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.
- (b) No alterations to the Club Rules shall be effective without prior written approval of the parent Association.
- (c) 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.

5. Public Liability Cover

Public Liability Insurance Cover of The Football Association Limited and parent County Association and any League or Competition to which the Club is affiliated for the time shall be deemed to be extended to the Club.

6. Club Membership

- (a) 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 Secretary.
- (b) An application for Membership to the Club can be made by an adult without a Child Member. This would be Honorary Membership with voting rights but no subscriptions liability. Election to Honorary Membership shall be at the sole discretion of the Club Committee.
- (c) Application for Membership shall be at the discretion of the coach. The application form shall be completed by a parent/guardian for the child. Membership shall become effective upon a parent/guardian and child's name being entered in the Membership Register.
- (d) Membership shall become effective when the name of: -
 - a parent/guardian and child, or
 - an Honorary Memberhas been entered into the Membership Register.
- (e) In the event of a Member's/Honorary Member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- (f) The Football Association and parent County Association or an Affiliated Association shall be given access to the Membership Register on demand.
- (g) Full Membership shall be received when the Annual Subscription (full / pro-rata) has been paid.
- (h) The income and property of the Club shall be applied solely towards the promotion of the Objectives.
- (i) Full Membership shall entitle voting rights at an AGM/SGM on a basis of one vote per parent/guardian for each child, and one vote for Honorary Members as recorded in the Club Register.

7. Annual Membership Fee

- (a) An annual fee payable by each member shall be determined from time to time by the Club Committee. Any fee shall be payable on a successful Application for Membership and annually by each member. The Committee can refund monies on an individual case in full or pro rata.

- (b) The Club Committee shall have the authority to levy further subscriptions from the Members as are reasonably necessary to fulfil the Objectives of the Club.
- (c) Annual Membership shall run from 1st July through until 30th June the following year.
- (d) Annual membership fees for retained players must be paid prior to the league season starting in September. This date will be decided at the AGM on a yearly basis. Non-payment of fees will result in no league ID card being issued. Further non-payment is referred to in 8a.
- (e) A minimum of 50% membership fee is required to sign a new member unless a payment plan is in place and agreed with team manager/coach, Treasurer and Club Secretary. Any remaining fees must be paid in accordance with Treasurer and Club Secretary Instructions but must be within a maximum 60 day period unless an agreed payment plan is in place.

8. Resignation / Expulsion / Non-Renewal of Membership

- (a) A Member shall cease to be a Member of the Club if: -
 - a parent/guardian or Honorary Member gives notice to the Club Committee of their resignation,
 - they are expelled from The Club,
 - their annual membership fee or further subscription is more than two months in arrears. If this is the case, the Member shall be deemed to have resigned unless a prior agreement has been reached with The Committee.
 - membership is not renewed. If this is the case then they have no right to use The Club's Policies.
- (b) The Club Committee shall have the power to expel a Member/Honorary Member when, in their opinion, it would not be in the interests of the Club for them to remain a Member. This will follow the Club's Disciplinary / Complaints Procedure.
- (c) A Member/Honorary Member who resigns, is expelled or whose membership is not renewed, shall not be entitled to claim any, or a share of any Club property or assets. Furthermore, they must return all Club Property i.e. kit, jackets, training wear, equipment to a coach or Committee Member immediately. If not this will be reported to the League and County FA.
- (d) Any minority group who resigns or is expelled shall not be entitled to claim any, or a share any, Club property or assets. Furthermore, they must return all Club Property i.e. kit, jackets, training wear, equipment to a coach or Committee Member immediately. If not this will be reported to the League and County FA.

9. Club Committee

- (a) The Club Committee shall consist of the Senior Executive:
1. Chairperson
 2. Treasurer
 3. Club Secretary
 4. Club Welfare Officer
 5. Chartered Standard Co-Ordinator
- (b) Other officers who shall make up the Football Executive shall consist of one representative from each team.
- (c) The Committee elected does not own the Club name or have any autonomy over the Club Membership. Wheatley Wanderers Junior Football Club is owned by the Members registered.
- (d) Each member of the Senior Executive and Football Executive shall hold office from the date of appointment as specified in the constitution. Elections will be held at the AGM unless otherwise resolved at a Special General Meeting. One member may hold no more than one position within the Club Committee at any time.

The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee Meeting. The Chairperson of the Club Committee Meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairperson or, in their absence, another Member of the Club Committee. The quorum for the transaction of business of the Club Committee shall be five, including at least three Members of the Senior Executive.

The term of office for each position is one year.

Decisions of the Club Committee of Meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

- (e) Any member of the Club Committee may call a Meeting of the Club Committee by giving not less than 14 days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
- (f) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a Member/Honorary Member who has been proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee Members. No more than two Senior Committee Members can be replaced in this way per year. An SGM shall be called in this event, and all replaced positions will be re-elected at this time.
- (g) As provided for in the Rules and Regulations of The Football Association and the County Association to which the Club is affiliated, the Club Committee

shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

10. Annual and Special General Meeting

- (a) An Annual General Meeting (AGM) shall be held in each year to:
- i) Confirm the minutes of the previous AGM and any Special General Meetings held since the last AGM.
 - ii) Receive a report of the Club's finances over the previous year from the Treasurer and an External Auditor.
 - iii) Receive the Annual Report of the Club Committee.
 - iv) Review subscription rates, dates of payment and agree them for the forthcoming year.
 - v) Elect the members of the Club Committee.
 - vi) Consider any other business.
- (b) Nominations for election of Members/Honorary Members as Club Officers or as members of the Club Committee shall be made in writing by the Proposer and Seconder, both of whom must be existing Members/Honorary Member of the Club, to the Club Secretary not less than 21 days before the AGM. A Member/Honorary Member may only be nominated for one position. 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.
- (c) A Special General Meeting (SGM) may be called at any time by the Committee and 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/Honorary Members stating the purpose(s) 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.
- (d) In the event that the Committee does not call a meeting within the 21 day deadline, an SGM can be called by the Membership to vote on a "Vote of No Confidence in the Committee". For this vote to be passed, 51% of the Members on the Membership Register must agree. If a vote of no confidence is agreed, an Emergency Committee can be elected to sit until the next AGM.
- (e) The Secretary shall notify all Team Representatives of the date of a General Meeting, together with the resolutions proposed, at least 21 days before. It is the Team Representative's responsibility to notify their team members at least 14 days before the General Meeting.
- (f) The quorum for an Annual General Meeting shall be six, consisting of a minimum of three Senior Executive and members of the Football Executive.
- (g) The Chairperson, or in their absence, a member selected by the Club Committee, shall take the chair. Each parent / guardian member present shall have one vote, and the simple majority shall pass resolutions. In the event of any equality of votes, the Chairperson of the meeting shall have the casting vote. Full membership entitles voting rights at AGM / SGM on a basis of one vote per parent / guardian member as recorded in the Club Register.

- (h) 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.

11. Club Finances

- (a) The 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 Secretary and the Club Treasurer. No sum shall be drawn from the Club Account except by authorisation of two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- (b) The income and assets of the Club (The Club Property) shall be applied only in furtherance of the Objectives of the Club.
- (c) The Club Committee shall have power to authorise the payment of remuneration and expenses to any Member of the Club and to any other person(s) for services rendered to the Club.
- (d) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.
- (e) The Club Treasurer shall keep a record and update it whenever necessary, of the Club's assets / equipment. This record of the Club assets / equipment will be made known to the Club Committee.
- (f) The Committee will elect an External Auditor a month before the AGM to check the accounts and provide a report for the AGM.
- (g) The clubs account will remain the sole responsibility of the treasurer, no Member will be able to take the accounts books away from the treasurer unless they are the appointed Auditor or the Parent Association. Any member wishing to view the accounts can do so at the Committee monthly meetings and can ask the Treasurer any questions regarding the club accounts at these meetings.
- (h) The individual team accounts will remain the responsibility of the nominated team administrator or coach/manager. All monies used within this account are for the benefit of the team and be used in accordance with football related activities. The nominated person will maintain a log of all income and payments and will provide on a yearly basis a copy to the Club Treasurer. Account balances will be entered into the minutes of the AGM. If the team is dissolved then any monies will be paid into the Club bank account and be used for the furtherance of the Objectives of the Club. At any time the club Treasurer can request access to check the team accounts and money.

12. 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 Membership Register.
- (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) Any surplus assets remaining after the discharge of the debts and liabilities of the Club may be transferred to the parent Association, who shall determine how the assets shall be utilised for the benefit of the game.
- (d) Alternatively, such assets may be donated to a charitable organisation which supports the development of football, as determined by the Members of the Club, with the consent of the Parent Association.

13. Alterations to the Constitution

Any proposed alterations to the Club Constitution may be considered at any time during the year convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a full member of the Club Committee and seconded by another full member of the Club Committee. 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 of a minimum 3 senior committee members.

This Constitution was modified and accepted as the Constitution of “Wheatley Wanderers Junior Football Club (the Club) at an Annual General Meeting on 4th April 2016.

Print Name: Sign Name:

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