



Sherburn Netball Club Constitution

1. Name

The club will be called Sherburn Netball Club

2. Affiliation

The Club shall be affiliated to England Netball

3. Aims

The aims of the Club are to:

- offer coaching and competitive opportunities to support and improve individual players' performance to fulfil their potential
- develop squads so they excel in performance and competitive leagues
- ensure that there is a local progression pathway
- create opportunities for players to enjoy netball and being part of our Club

We will do this by:

- establishing and developing the junior section of our Club
- managing and delivering training sessions
- promoting the Club within the local community and netball community
- ensuring a duty of care to all members of the Club
- providing all our services in a way that is fair and equal to everyone

4. Membership

4.1 Membership consists of officers and members of the Club

4.2 Membership of the Club shall be open to women and girls and those identifying themselves as female, who are prepared to accept and support the aims and constitution of the Club. Membership shall not be unreasonably restricted on the grounds of race or of political, religious or other opinions

4.3 In accepting membership, players agree to abide in the constitution of the Club and the rulings of the Club Executive Committee

4.4 Members are those who are over 18 (and exceptionally, some under 18s by invitation) who pay membership fees and monthly standing order. They have voting rights at AGM. They shall be referred to as 'seniors' or 'members'. Life members are nominated by committee and do not pay.

4.5 Players aged 10-17 (school years 6 to 12) shall be referred to as 'juniors'. They do not have voting rights at AGM. They shall be represented on the Executive Committee by the Safeguarding and Junior Liaison Officer.

5 Membership fees

5.1 Membership fees shall be stipulated by the Executive Committee and communicated to members in the annual fee schedule

5.2 Membership fees are payable monthly by standing order for seniors and termly for juniors



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- 5.3 The Club Executive Committee may decide upon other charges or subscriptions at its discretion

6 Officers of the Club

- 6.1 The officers of the Club shall be Chair, Treasurer, Secretary, Minutes Secretary (vice chair), Safeguarding and Junior Liaison Officer, Fixtures Secretary and Club Volunteer Coordinator
- 6.2 These officers shall hold office for a calendar year, being elected annually at the Club Annual General Meeting. All officers shall retire annually but shall be eligible for re-appointment
- 6.3 Any casual vacancy occurring may be filled by usually the Executive Committee
- 6.4 Other positions in the Club include, but are not limited to, and can change subject to need at the discretion of the Executive Committee: social media communications, social secretary, kit coordinator, Junior Section Administrator, Affiliations Secretary and team captains. These positions are not officers of the Club

7 Executive Committee

- 7.1 The management of the Club shall be vested in the Executive Committee
- 7.2 The Executive Committee shall act for the members.
- 7.3 The Executive Committee shall comprise: Chair, Treasurer, Secretary, Minutes Secretary (vice chair), Safeguarding and Junior Liaison Officer, Fixtures Secretary, Club Volunteer Coordinator and Club Head Coach
- 7.4 Meetings of the Executive Committee shall be convened by the Chair or Secretary and the committee shall meet at least quarterly
- 7.5 The quorum for the transaction of business at Executive Committee meetings shall be 75% of Executive Committee members present and eligible to vote
- 7.6 Every question at a meeting of the Executive Committee shall be determined by a majority of the vote of the members present and every voting member having one vote. In the event of an equality of votes the Chair of the meeting shall have a casting vote
- 7.7 The interpretation of the Club constitution shall be vested in the Executive Committee, who shall decide all matters relating to the Club, save those specified in or involving an amendment to the constitution, which must be voted for at AGM
- 7.8 The Executive Committee shall be responsible for considering any application for membership and shall decide if this application should be accepted. This decision shall be in accordance with the non-discriminatory policy specified in section 4

8 Finance

- 8.1 All monies raised by or on behalf of the Club shall be applied to further the objectives of the Club and for no other purpose
- 8.2 The Club Treasurer is responsible for the finances of the Club
- 8.3 The financial year of the Club ends on 31st March



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- 8.4 Proper accounts shall be kept of all sums of money received and paid out by the Club
- 8.5 A statement of accounts up to and including this date, shall be presented at the Annual General Meeting of the Club
- 8.6 The funds of the Club shall be lodged at a bank or building society in an account in the name of the Club. All cheques drawn on this account shall be signed by any two of the following officers: Chair, Treasurer, Secretary. Other funds drawn on this account (e.g. by bank transfer) shall be evidenced and documented by the Treasurer

9 Annual General Meeting (AGM) and other meetings

- 9.1 The Annual General Meeting (AGM) of the Club shall be held every year at the end of the winter season (around April/May) when the annual report of the Executive Committee and the statement of accounts up to the end of the financial year shall be presented
- 9.2 Members will be notified of the date of the AGM no less than 28 days prior to the scheduled date
- 9.3 The AGM will elect Officers of the Club
- 9.4 Nominations for Officers can be received by the Secretary prior to the AGM. Nominations can only be accepted from persons eligible to vote at the AGM. Nominees shall require other members to 'propose' and 'second' them. Where there is more than one nomination, hustings will be held and a vote by ballot (not show of hands) will be held, officiated by the secretary and one other member volunteering at the meeting (both will also have a vote)
- 9.5 All members (NB but not "juniors") shall be entitled to vote at general meetings of the Club and shall have equal voting rights
- 9.6 The quorum for general meetings shall be 60% members present and eligible to vote
- 9.7 An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary signed by not less than five members. The Executive Committee shall have the power to call an EGM by decision of a simple majority of its members

10 Voting procedures

- 10.1 Each member shall be entitled to one vote. Votes shall normally be by a show of hands (except where more than one person stands for election as officer of the Club, which shall be by ballot – see 9.4 above)
- 10.2 A motion shall be carried by a simple majority of those present and voting, except when the motion is a constitutional amendment which shall require a two-thirds majority
- 10.3 The Chair shall have a casting vote in addition to a deliberative vote



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11 Property and staff

Responsibility for all property owned or leased by the Club and for the employment of paid staff and volunteers rests with the Executive Committee

12 Discipline and appeals

12.1 The Executive Committee shall have the power to take appropriate disciplinary action against any Member and shall have the authority to terminate the membership of any member guilty of conduct deemed to be to the detriment of the Club (conduct contravening the Club handbook or which is contrary to the aims of the Club)

12.2 There shall be the right of appeal to the Executive Committee set up to act on its behalf, against any decision made by an officer of the Club. Such appeals should be made in writing to the Secretary.

12.3 The appeal should normally be considered within 14 days of it being received by the Secretary

13 Dissolution

13.1 The Club may be wound up on a resolution of the Members, passed by a two-thirds majority at a special meeting convened for that purpose, upon the request of ten members of the Club. At least 28 days notice of the meeting shall be given to all Members of the Club

13.2 In the event of the passing of the resolution to wind up the Club, the members of the Club shall appoint a Representative Committee which shall ensure debts and liabilities are paid and shall be empowered to distribute the assets, including cash and investments in hand

13.3 In the event of the Club ceasing to exist, and following the discharge of all debts and liabilities, any assets at the time of dissolution shall be distributed by the Representative Committee set up for this purpose to Clubs having similar aims to Sherburn Netball Club. No member shall obtain any asset from the Club

14 Constitution

14.1 This constitution shall be reviewed on an annual basis

14.2 Amendments to the constitution shall only be agreed at AGM

14.3 Additions to, or alterations of the constitution shall be submitted in writing to the Secretary not less than 14 days before the date of the AGM, or with a request for a special meeting of Club members. No resolution involving an amendment to the constitution may be proposed or amended from the floor of a meeting

14.4 In the event of a proposal for amending the constitution being submitted, the Secretary shall inform the membership of the proposed motion not less than 7 days before the AGM. Motions shall be discussed and agreed/rejected at AGM

14.5 Any alteration to the constitution shall require a two thirds majority of members present and voting



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14.6 In the event of any question or matter arising which is not provided in the constitution, such question or matters shall be dealt with by the Executive Committee, whose decision shall be final **END**

Document version control

V	Summary of changes	Reason	Author
V2	<ul style="list-style-type: none"> Changed name from Sherburn Ladies Netball Club to Sherburn Netball Club. Updated section 3 and 4 to reflect female-only environment, and making explicit reference to being open to membership from transgender players. Clarified the distinction between juniors and junior members at para 4.4 and 4.5 Added safeguarding officer as officers of the club (removing captains) in section 6 Added coach to Executive committee at section 7 Added page numbers 	AGM agreement to amendments given advances made in including juniors in our Club and to help readability of the document (more plain English).	Rebecca Bolton (Club minute secretary) May 2017
V3	<ul style="list-style-type: none"> Updated language throughout (e.g. 'players') At S 3, added new aims in line with purpose of our Club At S 4 and 5, updated distinction between members and juniors in line with evolved practice over the first full year of providing junior training and squad membership At 6.1 and 7.3 included Fixtures Secretary and Safeguarding and Junior Liaison Officer as officers of the Club At 7.4 changed Executive Committee meeting frequency to 'at least quarterly' (from biannually) At 8.3 changed financial year of Club to end 31 March At 8.5 and 9.1 removed necessity for accounts to be audited annually. This is not a requirement for clubs of our size. At 9.4, changed nomination method to be in writing in advance of meeting only. Also clarified voting method (by show of hands except where more than one members stands for election to Officer role) at 9.4 and 10.1 At 9.7 changed quorum for AGM to 60% from 25% At 12.1 stated that behaviour should be in line with Club handbook so people know expected behavior. Explained that appeals against disciplinary cases will be made in writing at 12.2 At S 13, removed contradiction and stated that if Club wrapped up, assets will be distributed to Clubs with same aims as our own At 14.3 and 14.4, changed notification of proposed amendments to constitution to 14 days before AGM (because previous 28 days did not allow any time from 	AGM agreement to amendments proposed prior to AGM	Rebecca Bolton (Club minute secretary) May 2018



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	the 28 days from notice of meeting) and to 7 days (from 14) to notify members of the proposed changes		
V4	<ul style="list-style-type: none"> At 7.2 remove "Liabilities incurred shall fall upon the membership (provided they act in accordance with the constitution, in honesty and good faith" which does not make sense and which is not contained in the new EN template constitution – liabilities will be investigated as an action from AGM Add Club Volunteer coordinator to committee membership and make minutes secretary vice chair 	AGM agreement to amendments proposed prior to AGM	Rebecca Bolton (Club minute secretary) May 2019