**CONSTITUTION
WOODVALE BC**

**1. NAME**

The club will be called **WOODVALE BADMINTON CLUB**and will be affiliated to Lancashire County Badminton Association and BADMINTON England.

**2. AIMS AND OBJECTIVES**

The aims and objectives of the club are to:

• Offer competitive opportunities, social play and coaching in badminton;

• Promote the club and badminton in general within the local community;

• Provide a duty of care and protection to all club members;

• Make sure all club members are treated equitably.

**3. MEMBERSHIP**

Membership will consist of officers and members of the club.

Membership shall be limited to a number determined by the committee to be in the best interest of the club.

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

Juniors will have their own section within the club and are defined as those aged 16 years.of age or younger as at 1st September of the current year.

Students will be defined as those in full time education and over 16 years of age as at 1st September of the current year.

Senior Citizens will be defined as those aged 65 years or over as at 1stSeptember of the current year.

The categorisation of individual cases will be at the discretion of the committee.

Emergency membership will be allowed for a few selected players asked by the committee to play for the club (and therefore be registered) in an emergency when no other player is available. They shall not be full members and only play when requested, at the discretion of the committee.

**4. TEAM SELECTION**

The club captain shall, as part of the selection process for club teams, consult members of the club as he/she feels appropriate and organise a selection committee as required. The club captain will appoint team captains.

**5. FEES**

Membership, match, summer club and visitor fees will be set annually and agreed at the
Annual General Meeting (AGM).

All fees and subscriptions shall be paid to the Treasurer.

**6. OFFICERS OF THE CLUB**

The officers of the club sitting on the committee will consist of: Chairperson, General

Secretary, Treasurer, Match Secretary, Social Secretary, Club Captain, Vice Captaon, Junior Representative, 2 x Ordinary Members.

Officers will be elected annually at the AGM.

All retiring officers shall be eligible for re-election subject to at least one member remaining on the committee. Each of the Ordinary members of the Committee shall be elected for a three-year term and be eligible for re-election in the relevant year.

The position of President shall be created at the discretion of the committee under the following conditions:

1. He/she shall be an actively participating member of Woodvale BC and become a figurehead for the club;
2. He/she shall be nominated and selected by the committee for an annual term of office;
3. He/she shall sit on the committee.

Other positions within the club but not part of the committee (unless co-opted or also holding a committee post) will be: Head Junior Coach, Child Welfare Officer.

The committee may co-opt further individuals at their discretion, where a specific task or role has been identified which will be of benefit to the club.

**7. COMMITTEE**

The club will be managed through the committee. Only committee members present will have the right to vote at committee meetings.

Committee Meetings will be convened by the General Secretary of the club and held no less than four times in a year.

The quorum required for business to be agreed at committee meetings will be five.

The committee will be responsible for adopting new policies, codes of practice and rules that affect the organisation and running of the club.

The committee will have powers to appoint sub-committees as necessary and appoint advisers as necessary to fulfil its business.

The committee will be responsible for disciplinary hearings of members who infringe the club’s rules/regulations/constitution. The committee will be responsible for taking any action of suspension or discipline following such hearings.

**8. FINANCE**

All club monies will be banked in an account held in the name of the club. The Treasurer will be responsible for the finances of the club.

The financial year end of the club will be 15” April.

An audited statement of annual accounts will be presented by the Treasurer at the AGM. An

Honorary Auditor shall be nominated and elected at the AGM.

All cheques drawn against club funds will hold the signature of the Treasurer plus up to two other officers.

**9. GENERAL MEETINGS**

The AGM of the club shall be held between 6” and 30th April, on a day and a place set by the committee.

Notice of the AGM will be given by the General Secretary, with not less than 21 clear days notice given to all members.

The AGM will receive a report from officers of the committee and a statement of the annual accounts from the Treasurer.

Nominations for officers of the committee shall be sent to the General Secretary prior to the
AGM.

Elections of officers will take place at the AGM.

All members have the right to vote at the AGM.

The quorum for an AGM will be 20, or 25% of the membership, whichever is the smaller.

The committee, or not less than 10 members, have the right to call an Extraordinary General Meeting. Not less than 21 days notice of such a meeting shall be given to all members. The notice shall state the purpose for which the meeting is required, and no other business shall be conducted at that meeting.

**10. 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 (These are the same as those for the Southport and District League, and can be found in the handbook). The Child 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 General Secretary. The committee will meet to hear complaints within 28 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership. The outcome of a disciplinary hearing will be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing. There will be the right of appeal to the committee following disciplinary action being announced. The committee will consider the appeal within 28 days of the General Secretary receiving the appeal.

**11. DISSOLUTION**

Aresolution to dissolve the club can only be passed at an ACM or EGM through a majority vote of those members attending the meeting.

In the event of dissolution, any assets of the club that remain will become the property of BADMINTON England or some other badminton club with similar objectives to those of the dissolved club.

**12. AMENDMENTS TO THE CONSTITUTION**

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

EGM.

Any proposed amendments or alterations must be received by the General Secretary at least
21 days prior to the holding of an AGM or EGM.

**13. DECLARATION**

Woodvale BC hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

**SIGNED: DATE:**

**NAME: POSITION: Chairperson**

**SIGNED: DATE:**

**NAME: POSITION: General Secretary**