



CLUB CONSTITUTION

Doveridge Football Club

1. Name

The club will be called Doveridge Football Club and will be affiliated to junior & open age football for men, women, girls and boys.

2. Aims and objectives

The aims and objectives of the club will be:

- To offer recreational (and competitive) opportunities in Football
- To promote the sport of Football
- To ensure a duty of care to all members of the club
- To ensure that all present and future members receive fair and equal treatment
- To create other social activities as required by the members

3. Membership

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 conduct that the club has adopted and the policies for the leagues and affiliations for which we are apart.

Members will be enrolled in one of the following categories:

- Player
- Parent/Guardian
- Coach/Volunteer
- Club Officer



4. Membership fees

Membership fees will be paid monthly and determined at the Annual General Meeting.

Fees will be paid on the 1st of each month at the rate agreed with the club.

The universal rate for subs is £20 p/month.

The club also charges a registration fee as a one off cost, of £35.

Fees are paid between July 1st and April 1st every season, with no further charges in May/June. An exception to the rule is made for late or overdue payments.

A further transaction fee of £1.50 will be charged for monthly payments to cover the cost of our online system.

5. Officers of the club

The officers of the club will be:

- Chair
- Secretary
- Treasurer
- Welfare Officer

Officers do not need to be voted in, but upon request and with agreement of the committee, can be voted out of a role.

6. Committee

The club will be managed through the Management Committee consisting of the clubs officers and team managers.

Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and hold no less than 2 face to face meetings per year.

The quorum required for business to be agreed by the Management Committee

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.



The Management Committee can nominate a temporary replacement with the same full powers and voting rights to represent them in the case that they cannot attend a meeting or a vote themselves.

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.

The Management Committee will discuss and vote upon non-vital purchases into the club exceeding £1000. "Non-vital" is determined as an item that does not affect the club or individual teams week to week operations.

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.

Subs & Club registration fees will be paid directly into the club account on the 1st of every month between July and April

No purchases on behalf of Doveridge FC including for kit or equipment is allowed without authorisation of the club chair or treasurer.

Where team management has paid directly for a referee, equipment, tournaments or any other club expense, proof of purchase is required for these costs to be refunded.

Any Sponsorship agreements must first be agreed by the club officers and where required, voted on by the clubs committee.

The financial year of the club will end on: 30th of June.

Accounts will be presented and discussed 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 the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 14 clear days' notice to be given to all members.

Elections of officers or requests for a vote to remove officers are to take place at the AGM. With a committee vote on the matter to be completed within 14 days of the request. Removal of a committee member requires a majority vote in all cases but with exception to the chairman, which requires a unanimous vote in favour of removal.



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

Team managers will take an individual approach to discipline within their teams that ensures a safe, fun environment for players to grow and enjoy the game.

All complaints regarding the behaviour of members should be submitted in writing to the Secretary and/or welfare officer.

Club officers will meet with relevant parties to hear complaints within 7 days of a complaint being lodged. Officers have the power to take appropriate disciplinary action including the termination of membership where required.

Team management and committee members may be asked to vote in unique cases, but team management, nor the committee have the power to terminate or remove player membership without the approval of the club officers.

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 14 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. Dissolution

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

In the event of dissolution, any assets of the club that remain will become the property of Doveridge Parish Council.

11. Amendments to the constitution

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

Declaration

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

SIGNED: NICK HARRIS

DATE:23/09/2023

NAME: NICHOLAS HARRIS

POSITION: Club Chairman

