



LOUGHGALL YOUTH FOOTBALL CLUB

CLUB CONSTITUTION

1. Title

The name of the organisation shall be Loughgall Youth Football Club, herein referred to as the Club.

2. Colours

The Club colours shall be: Blue, White, Red and Black.

3. Object

The object of the Club shall be:

- (a) To provide a safe environment for members to participate in soccer
- (b) To promote youth soccer:
 - (i) by encouraging participation in these activities
 - (ii) by providing members with suitable competition
 - (iii) by assisting members to improve their personal soccer standards
 - (iv) by organising competition locally and nationally
 - (v) by providing equal opportunities for successful participation by all sections of the community
 - (vi) to encourage and promote an active child protection policy

4. Affiliation

The Club shall be affiliated to the national governing body, namely, the Northern Ireland Boys Football Association.

5. Membership

All members are subject to the constitution of the Club and the regulations of the Northern Ireland Boys Football Association. All applications for membership are to be forwarded on the appropriate membership form, accompanied by the appropriate subscription fee, to the Secretary, who will present it to the Management Committee for consideration.

The Management Committee may reject an application for membership without giving any reason to the applicant.

Playing/membership shall be opened to all persons aged 5 to 17.

From the beginning of the playing season 2014/2015 all players accepted to play for Loughgall Youth Football Club must play in their proper age group except within exceptional circumstances which have been agreed with Management Committee and abide by League and National Governing Body rules and regulations. This policy also applies to players transferred from other clubs.

Any movement of players within the club must have the agreement of both the team managers, the Club Management Committee and the player/s concerned. If in the event that a team manager feels that a player would benefit from moving from one age group to another then they must present the case to the Management Committee, who will then made the decision on that individual transfer.

Members shall be enrolled in one of the following categories subject to approval to the application by the Management Committee:

- Competing Member (Player)
- Coach / Manager
- Official / Referee
- Management Committee Member
- Volunteer / Helper
- Parent/Guardian

All members will receive or have access to a copy of the relevant Code of Conduct, a copy of the Club Child Protection Policy and a copy of the Constitution along with other important document regarding the club. All members will be obliged to sign and return an acknowledgement that they have read and agree to abide by the Code of Conduct, the Constitution, Child Protection Policy and any other relevant club rules and regulations put in place by the Management Committee.

Subscription fees for each category of membership shall be determined at the Annual General Meeting.

All members shall provide personal details relevant to their membership category and will inform the Honorary Secretary if any change in such details.

Some new members (i.e. Coaches/Mangers, Officials/Referees, Management Committee Members and Volunteers / Helpers) maybe obliged serve probationary period of 6 months. At the conclusion of the 6 month period the Management Committee will decide whether to accept or reject the new member. The member has the right to invoke the appeals procedure.

6. Officers

- (a) The officers of the Club shall be Chairperson, Honorary Secretary, Honorary Treasurer and further members elected at the Annual General Meeting.
- (b) The Honorary Secretary shall service the Management Committee by recording the proceedings of all meetings, dealings with all correspondence and keeping a register of all members.
- (c) The Treasurer shall present annual accounts and shall furnish statements of accounts as required by the Management Committee and shall co-ordinate fund-raising activities.
- (d) In keeping with the Club Child Protection Policy the Club shall appoint at least one member will have a remit for child protection. This will include attending relevant training course, liaising with relevant agencies when necessary and bringing to the attention of the Management Committee any incidents or information deemed appropriate.

7. Organisation and Management

- (a) General management of the Club affairs shall be vested in the Management Committee, which shall be comprised as follows: Chairman, Honorary Secretary, Treasurer and a number of other representatives nominated by the Club at the Annual General Meeting,
- (b) The Management Committee shall have power to:
 - (i) Conducts its business as it shall from time to time by resolution determine and regulate its own procedure.
 - (ii) Co-opt additional members in an advisory capacity and appoint such sub-committees "and assistants to the office bearers as it deems necessary.
 - (iii) Fill vacancies arising during its term in office.
 - (iv) Accept or reject applications for membership.
 - (v) Deal with or suspend any member who has infringed the Club constitution, or who is indebted to the Club or whose conduct is likely to bring the Club into disrepute, in accordance with the complaints and disciplinary procedure.
 - (vi) Determine any dispute arising from an objection to the winner of any Club Trophy.
 - (vii) Levy any such extra ordinary charges or fees as may from time to time become necessary.
 - (viii) Appoint any delegates to the governing bodies and to any other bodies which may from time to time require representation.

8. Complaints and Investigations Procedure

Any member who believes the conduct of another member is contrary to the constitution of the Club, or whose conduct is likely to bring the Club into disrepute, may inform any member of the Management Committee in writing.

A meeting of the Management Committee shall be held within 1 month after the complaint has been received. All parties involved will be invited to attend individually to speak to the Management Committee.

The Management Committee shall inform both the member who made the complaint and the member who is the subject of the complaint of their decision within seven days of a decision being made.

9. Disciplinary Procedures

Where a complaint is deemed of appropriate severity by the Management Committee the Management Committee have the right to invoke the disciplinary procedure.

The Management Committee will have the following options at its disposal under the disciplinary procedure.

- (i) Impose a fine where applicable. The member being fined will be informed in writing of the amount, and the date by which it must be paid. All fines will be paid to the Treasurer. Failure to pay the fine will result in further disciplinary options being invoked.
- (ii) Recommend the member undertakes a period of retraining or re-education if applicable.
- (iii) Impose a period of suspension for a defined period.
- (iv) Terminate the membership of the person as outlined in the constitution.

During the period of suspension the member is suspended from all activities at or on behalf of the Club and therefore shall be ineligible to participate as a member in the affairs of the Club.

The member shall be informed of the reasons for the suspension and the date from which the suspension shall commence. The Management Committee shall inform necessary members of the suspension. The member may invoke the appeals procedure.

The Management Committee have the power to reinstate the suspended member if the decision of the appeals procedure finds in favour of the member and the Honorary Secretary shall inform the member in writing of the date from which he/she is reinstated.

10. Appeals Procedure

A member may appeal a decision of the Management Committee in respect of a disciplinary matter or a complaint. The appeal must be made in writing to the Honorary Secretary within seven days of the member being notified about the outcome of the complaint procedure or disciplinary procedure.

11. Termination of Membership

The Management Committee shall have the power to terminate the membership of any individual member where it has been clearly demonstrated that a serious breach of the Club constitution has taken place.

The individual member shall have the right to be heard by the Management Committee before the final decision is made.

The Management Committee shall inform the member in writing of any decision to terminate their membership.

12. Finance

- (a) Annual subscriptions shall be determined by the Annual General Meeting. Failure to pay such subscriptions may result in suspension.
- (b) All monies shall be lodged in a bank account in the name of the Club.
- (c) The Treasurer shall close the books on the 31st May annually.
- (d) The Management Committee shall have power to authorise expenditure on the behalf of the Club.
- (e) The annual statement of accounts shall be certified prior to presentation at the Annual General Meeting.
- (f) Cheques shall be signed by the Treasurer and any one of two specified Officers.

13. Annual General Meeting

- (a) The Annual General Meeting shall be held on the 1st of June each year or as near that date as is practically possible at such a venue as the Management Committee may decide.
- (b) At least seven days notice shall be given to all members.
- (c) The Annual General Meeting shall receive the Treasurers Report and Secretaries Report and such other reports as reflect the workings of the Club during the preceding year.
- (d) Officials and members of the Committee for the upcoming year shall be elected.
- (e) Voting and attendance at the Annual General Meeting shall be restricted to members of the Management Committee and team managers.
- (f) Decisions taken at the Annual General Meeting shall be taken by a simple majority of those present entitled to vote and voting, motions for such decisions having been proposed and seconded.

14. Extra-ordinary General Meetings

An Extra-ordinary General Meeting may be called by:

- (i) the Management Committee,
- (ii) At least seven days notice shall be given to all members,
- (iii) Only the business specified in the notice convening the meeting shall be discussed.

15. Club Trophies

Winners of Club perpetual trophies may keep for approximately 10 months and must undertake to return them when requested in the same condition as they were presented.

16. Resignation

Any member of the Management Committee, team manager, coach or helper wishing to resign must notify the Honorary Secretary in writing to that effect and must return all club property.

17. Dissolution

In the event of the dissolution of the Club, any assets remaining after settlement of all outstanding debts and liabilities shall not be distributed amongst the members, but shall be given to some other charitable body or institution having similar objectives to those of the club.

18. Amendments to the Constitution

This constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extra-ordinary General Meeting, provided no alteration shall be made to the object clause or Dissolution clause which would cause the Club to cease to be a Charity.

19. Special Powers

The Management Committee shall have power to deal with any matter not specifically provided for in the Constitution or of such urgency as would preclude the calling of an Extra-ordinary General Meeting provided that their action is reported to such a meeting at an early stage.