

The Old Chigwellians' Club Constitution

Name

The name of the Club shall be **"The Old Chigwellians' Club"** (hereinafter referred to as the Club) and its base shall be The Old Chigwellians' Sports Club, Roding Lane, Chigwell.

Purpose and objectives

The primary purpose of the Club is to ensure continued provision and maintenance of a clubhouse and certain sporting facilities at Roding Lane, Chigwell, Essex, for the beneficial use of Old Chigwellians, according to the terms of the Service Level Agreement (SLA) between Chigwell School and the Club dated June 2012. Supporting objectives are to:

- encourage and foster the sporting and other sections associated with the Club and promote where desirable new sections in the field of sport or other activities;
- promote opportunities for recreation, refreshment and social gatherings for the benefit of its members;
- maintain close liaison with Chigwell School (herein referred to as the School) and as far as possible assist the School and the Old Chigwellians Association (OCA) in their projects;
- raise and maintain by voluntary donations a fund or funds to support the continuation of the Club, or other charitable or benevolent purpose or purposes.

Membership

Membership is open to:

- all former pupils of the School (herein referred to as Old Chigwellians);
- current and former staff of the School, by invitation.

All Old Chigwellians, who are henceforth regarded as being automatically members of the Club, having ceased to be pupils at the School and have not been permanently excluded from the school and have not specifically requested to be excluded from membership, shall be deemed to agree to abide by the rules of the Club.

Governance

Unless otherwise determined by a General Meeting of the Club, the overall policy and general management of the Club shall be entrusted to a Committee of Elected Officers comprising:

- A President;
- An Hon General Secretary;
- An Hon Treasurer;
- One or more Committee members;
- An appointed representative of each sporting or other section associated with the Club, approved by the Committee and recognised by the Club in General Meeting.

All Elected Officers shall serve for one year and may stand for re-election at the Annual General Meeting.

The Committee shall meet at least three times per year, either physically or virtually. It shall have the power to co-opt members and shall appoint, as necessary, sub-committees or working groups to oversee specific aspects of the Club's affairs.

Committee meetings shall be chaired by the President or in his/her absence, another Committee member elected by the members present. A quorum for Committee meetings shall be four members present.

General Meetings

A General Meeting of the Club shall be held annually (Annual General Meeting or AGM), either physically or virtually.

An Extraordinary General Meeting (EGM) may be convened at any time by the Committee and shall be convened within twenty-eight days on the written requisition of thirty members of the Club. Such requisition must state the purpose for which such meeting is required and the business of such meeting shall be confined to the motions so proposed.

At General Meetings, which shall be chaired by the President or in his/her absence, another Committee member elected by the members present, every member shall have one vote and any motion put to such meeting shall be determined by a majority of votes of those present. In case of an equality of votes, the chair of the meeting shall have a casting vote in addition to his/her original vote.

A quorum for General Meetings shall be ten members present and entitled to vote at such meeting.

The AGM shall conduct the following business

- receive the Annual Report
- receive the Annual Accounts, if any
- approve all subscriptions and fees, if any
- elect the Officers
- appoint the Trustees
- consider any motions, including any changes to the Constitution, proposed and seconded by one or more members in writing to the General Secretary no less than twenty-one days before the date of the meeting

Subscriptions and Funding

There shall be no annual membership subscription or fee to the Club, unless otherwise decided by the Club at an AGM. Funding of the Club's activities in service of its purpose and objectives shall be through voluntary donations from individuals, or donations from sporting and other sections associated with the Club.

No money or asset of the Club or any gain arising from the carrying on of the Club shall be applied otherwise than for the benefit of the Club as a whole or some charitable or benevolent purpose or purposes chosen by the Committee.

The Club shall operate a bank account(s) to support financial management and reporting of the sources and uses of funds.

Assets and Trustees

All assets of the Club, including property, land and investments, shall be held by Trustees in their own names so far as is necessary and practicable, upon trust for the use and benefit of the Club, to be dealt with at all times as and only as the Committee may, in accordance with the purpose and objectives, direct. The Trustees shall be indemnified out of the assets of the Club against present and future liabilities, actions, proceedings, claims, demands, duties and taxes and all other costs and expenses whatsoever in respect of the trust assets. The Trustees shall not be required to incur any expenditure in respect of the trust assets unless and until money shall have been provided by the Committee for that purpose.

There shall be not less than three such Trustees appointed by the Club in General Meeting, who are willing to be so appointed, from among the membership. Trustees shall hold office during their life or until they shall resign by notice in writing given to the General Committee, or until a resolution removing them from office shall be passed at a General meeting of the Club. On the death, resignation or removal from office of a Trustee, the Committee shall take steps to procure the appointment by the Club of a replacement Trustee.

Should the Club be wound up, any assets held by Club at the time of its winding up shall transfer to the OC alumni organisation that is intended to replace or subsume the Club, or in the absence of such replacement alumni organisation, transfer to Chigwell School.