



## Club Constitution 2025 - 2026

### 1 St Helens Bees Netball Club

The club will be called *St Helens Bees Netball Club* (Hereinafter will be referred to as The Club) and may also be known as *SHBN*. *SHBN* will be affiliated to *England Netball*.

### 2 Aims and Objectives

The aims and objectives of the club will be:

- To offer learning and guidance to the players through inclusion, equality, pride, friendship, fitness and community spirit through netball.
- To provide coaching opportunities in netball.
- To promote the club within the local community and Netball community.
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.

### 3 Membership

- (a) Membership of the club is open to anyone interested in promoting, coaching, volunteering or participating in Netball, regardless of sex (volunteers/coaches) age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- (b) The membership shall consist of the following categories: Training fees are determined by school year the child plays for pre-school to year 3 pay £20 per month, year 4 pay £25 per month and year 5 pay £28 per month, this is due to differing rent charges and additional training time. All fees are payable by Standing Order, evidence of standing order must be provided to club treasurer before the start of winter training season, failure to do so will result in the child not being able to train or play for the club.
- (c) 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 practice that the club has adopted.
- (d) Members will pay membership fees, as determined at the Annual General Meeting. In addition, all clubs members will be required to affiliate with England Netball as per membership requirements, members who fail to affiliate with England Netball maybe at risk of not being able to play in games or tournaments. Members who are in arrears with fees, unless a valid justification is provided and agreed to by coaches/committee, will not be able to attend training until fees are paid. If fees are not paid within 2 weeks of the due date, then membership will be void and the place within the club be removed.



- (e) Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club committee.
- (f) The Club committee may decide upon changes in subscriptions/membership fees at its discretion and this will be communicated to the members outlining rationale.

#### **4 Sports Equity**

(a) This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

*Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.*

(b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

(c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

(d) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

(e) The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

#### **5 Committee**

(a) The affairs of the Club shall be conducted by a Committee which shall consist of the Chair, Vice Chair, Treasurer, Secretary, Safeguarding Officer, Kit Secretary, Volunteer coordinator, Club Head Coach, Assistant Club Head Coach, Lead Coaches (U5/6/7/8/9/10) Team managers U6/7/8/9/10, Fundraising Officer and Health and Safety Officer, social media officer, events coordinator, SEND parent liaison and fundraising officer.

(b) All committee members do not need to be affiliated to EN however all level 1 and level 2 coaches must be full members and affiliated to EN. Any committee member should be full members if their role involves being on court. If committee members roles are purely admin, then they should be social members – this is taken from CAPS guidance.

(c) The term of office shall be for one year, and members shall be eligible for re-election.

(d) If the post of any officer or ordinary committee member should fall vacant after such an election, the Executive Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

(e) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.



- (f) The Committee will have powers to appoint and advise the members as necessary to fulfil its business.
- (g) The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (h) The committee meetings will be convened by the Secretary of the Club and be held no less than 4 times per year.
- (i) Only the posts listed above will have the right to vote at committee meetings.
- (j) The quorum required for business to be agreed at Management Committee meetings will be 3.

## **6 Finances**

- (a) The club treasurer will be responsible for the finances of the club.
- (b) The financial year of the club will run from 1st September and end on 31<sup>st</sup> August to coincide with the netball season.
- (c) All club monies will be banked in an account held with Natwest in the name of St Helens Bees Netball Club.
- (d) An audited statement of annual accounts will be presented by the treasurer at the Annual General Meeting, an internal audit to be completed by an elected committee member.
- (e) Any cheques drawn against club funds should hold the signature of the treasurer or authorised signatory.

## **7 Annual General Meetings and Extraordinary General Meetings**

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.
- (b) The Club shall hold the Annual General Meeting (AGM) within the period of 1st May to 31st July
- Approve the minutes of the previous year's AGM.
  - Receive reports from the Chairman and Secretary.
  - Receive a report from the Treasurer and approve the Annual Accounts.
  - Receive a report from those responsible for certifying the Club's accounts.
  - Elect the officers on the committee.
  - Agree the membership fees for the following year.
  - Consider any proposed changes to the Constitution.
  - Deal with other relevant business.
- (c) Notice of the AGM will be given by a committee member with at least 14 days' notice to be given to all members.
- (d) Nominations for officers of the committee will be sent to the secretary prior to the AGM.



- (e) Proposed changes to the constitution shall be sent to the secretary prior to the AGM, who shall circulate at least 7 days before an AGM.
- (f) All members have the right to vote at the AGM.
- (g) The quorum for AGMs will be 10.
- (h) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. The committee shall also have the power to call an EGM by decision of a simple majority of the committee members.
- (i) All procedures shall follow those outlined above for AGMs.

## **8 Amendments to the constitution**

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

## **9 Discipline and appeals**

- (a) 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. The Safeguarding Officer is the lead contact for all members in the event of any child protection concerns.
- (b) All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- (c) The Management 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.
- (d) 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 7 days of the hearing.
- (e) There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal.

## **10 Dissolution**

- (a) A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- (b) In the event of dissolution, all debts should be cleared with any club funds.
- (c) In the event of the club winding up any remaining assets shall be applied for charitable purposes, transferred to an organisation with similar charitable aims and not distributed between members.

## **11 Declaration – Member Copy**



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

Position

Name

Sign

Date

Declaration – Club Copy

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


Position

Chair/Head Coach

Name

Leanne HOBIN

Sign



Date

