



NEWCASTLE WESTGATE JUNIOR FOOTBALL CLUB

CLUB CONSTITUTION

1 NAME

The Club shall be called Newcastle Westgate Junior FC hereafter to be referred to as the club.

2 OBJECTIVE

To foster and promote the sport of Football at all levels and abilities, providing opportunities for recreation and competition.

3 RULES AND REGULATIONS

A) The club shall be affiliated to Northumberland Football Association. The rules and regulations of the Football Association Limited and parent county Associations and any League or competition to which the club is affiliated shall be deemed to be incorporated into the club rules.

B) No alteration to the club rules shall be effective unless proposed at the Annual General Meeting and agreed by the majority.

C) The club will also abide by the Football Association's Child protection policies and procedures, codes of conduct and the equal opportunities and anti-discrimination policy.

4 CLUB MEMBERSHIP

A) The members of the club from time to time shall be those persons listed in the register of members which shall be maintained by the club secretary

B) Any person who wishes to be a member must fill in an application form.

Election to membership shall be at the sole discretion of the committee.

Membership shall become effective upon the applicants name being entered on the register.

C) In the event of resignation or expulsion the members name shall be removed from the register.

D) The Football Association and parent county association shall be given access to the membership register on demand.

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5 MEMBERSHIP FEES

Non playing members will not pay a membership fee. Registered junior members will pay an annual fee set by the management committee in advance to be split into 12 equal payments. Players who do not pay there subs in advance will not be eligible to play till there subs are brought up to date. Adult playing members will pay a monthly fee set by the adult committee including a set monthly fee paid to the club. This can be waved in circumstances agreed with the club secretary

6 CLUB COMMITTEE

- A) The club committee shall consist of the following officials
Chairperson, Secretary, Treasurer , at least 2 Welfare officers,
Coach development officer, Charter standard officer, 2 parents
Reps and up to 6 volunteer members..
- B) Each club official and committee member shall hold office from the date of appointment until the next AGM unless otherwise resolved at a special meeting. One person may hold no more than two positions of club official. The club committee shall be responsible for the management of all the affairs of the club. Decisions of the club committee shall be made by a simple majority of those attending. The chairperson shall have the casting vote in the event of a tie. The Quorum for the transaction of business of the club committee shall be five.
- C) Decisions of the club committee at meetings shall be entered into the minute book to be maintained by the secretary.
- D) Any member of the club committee may call a meeting of the club committee by giving not less than seven days notice to all members of the club committee. The club committee shall hold not less than four meetings a year.
- E) An outgoing member of the committee may be re-elected. Any vacancy on the committee which arises between AGMs shall be filled by a member proposed by one and seconded by another member of the remaining committee and approved by a simple majority of the remaining club committee members.
- F) Save as provided for the in the rules and regulations of the football association and county association to which the club is affiliated, the club committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the club rules.
- G) The committee may form a subcommittee to organise particular events. This committee must have at least 1 committee member as a representative.

ANNUAL AND SPECIAL GENERAL MEETING

- A) An annual general meeting shall be held in each year to
 - (i) receive a report on the activities of the club over the previous year,
 - (ii) receive a report of the clubs finances over the previous year,
 - (iii) elect members of the club committee
 - (iv) consider any other business
- B) Notice of any resolution to be proposed at the AGM shall be given in writing to the club secretary not less than 21 days before the meeting.
- C) A special general meeting (SGM) may be called at any time by the committee and shall be called within 21 days of the receipt by the club secretary of a requisition in writing signed by not less than four members stating the purpose for which the meeting is required and the resolution proposed.

- D) The secretary shall send to each member at their last known address written notice of the date of a general meeting with the resolution to be proposed at least 14 days before the meeting.
- E) The quorum for a general meeting shall be five
- F) Each committee member present shall have one vote and each team will have a vote. The resolution shall be passed by a simple majority. In the event of equality of votes the chairperson shall have the casting vote.
- G) The club secretary shall enter minutes of general meetings into the minute book of the club.

8 CLUB TEAMS

At the first meeting following each AGM the club committee shall appoint a club member to be responsible for each of the clubs teams. The appointed members shall be responsible for managing the affairs of the team.

The appointed members shall present to the club committee at its last meeting prior to an AGM a written report of the activities of the team

9 CLUB FINANCES

- A) A bank account shall be opened and maintained in the name of the club. Designated account signatories shall be the chairperson and secretary and 1 other committee member. No sum shall be drawn from the account except by cheque signed by 2 of the designated signatories. All monies payable to the club shall be deposited in the account.
- B) The income and assets of the club shall be applied only furtherance of the objects of the club.
- C) The club committee shall have power to authorise the payment of remuneration and expenses to any member of the club and to any other person or persons for service rendered to the club.
- D) The club treasurer shall prepare an annual financial statement in such form as shall be published by the Football Association from time to time. This is to be available for the AGM
- E) The club property, other than the club account shall be vested in not less than two and no more than four custodian. The custodians shall deal with the club property as directed by decisions of the club committee and entry in the minute book shall be conclusive evidence of such a decision.
- F) The custodians shall be appointed by the club in a general meeting and shall hold office until death or resignation unless removed by resolution passed at a general meeting.
- G) On their removal or resignation a custodian shall execute a conveyance in such form as is published by the football association from time to time to a newly-elected custodian or the existing custodians as directed by the club committee. On the death of a custodian any club property vested in them shall be vested automatically in the surviving custodians. If there is only one surviving custodian a special general meeting shall be convened as soon as possible to appoint another custodian.
- H) The custodians shall be entitled to an indemnity out of the club property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

10 DISSOLUTION

- A) A resolution to dissolve the club shall only be proposed at a general meeting and shall be carried by a majority of at least three-quarters of the members present.

- B) The dissolution shall take effect from the date of the resolution and the members of the club committee shall be responsible for the winding up of the assets and liabilities of the club.
- C) Any surplus remaining after the discharge of the debts and liabilities of the club shall be transferred to the Westgate Community sports Centre for use by them related to community sports

Signed

Date

Name

Position Club Secretary