

## **COBHAM NETBALL CLUB – CONSTITUTION**

### **1. Name**

The club will be called Cobham Netball Club and will be affiliated to the All England Netball Association.

### **2. Aims and Objectives**

To promote the personal development for all club members, participants, volunteers and officials of the Club in relation to netball and, where appropriate, provide routes to opportunities to enhance and increase individual skills.

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in netball
- To promote the club within the local community
- To ensure correct conduct of the use of courts and other facilities appropriate to Cobham Rugby Club
- 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
- To ensure that all present and future members receive fair and equal treatment.

### **3. Membership**

3.1 Membership should consist of officers and members of the club.

3.2 All members will be subject to the regulations of the Constitution and by joining the club will be deemed to accept these regulations and code of conduct that the club has adopted.

3.3 Membership of the Club shall be open, and not unreasonably restricted on the grounds of sex, race or of political, religious or other opinions to any person in the area prepared to accept and support the objectives of the Club. No club member, participant, volunteer or official will receive less favourable treatment on the grounds of gender, marital status, social class, colour, race, ethnic origin, creed or disability, or will be disadvantaged by conditions or requirements which cannot be shown to be relevant to their participation in the Club.

3.4 Members will be enrolled in one of the following categories:

- Full member (From 14 years old)
- Student member – participants in full time education
- Non-playing member
- Umpire

- 3.5 Members who are unemployed or who are experiencing financial difficulty may, at the discretion of the committee, be entitled to a reduced subscription.
- 3.6 The Committee shall have the power at its discretion to allow members to pay a reduced subscription for any period less than a year.
- 3.7 Members may resign from membership at any time by giving notice to the club secretary. At the discretion of the committee, on a pro rata basis, refunds will be considered depending on circumstances.

#### **4. Membership Fees**

- 4.1 Membership fees will be set annually and agreed by the Executive Committee or determined at the Annual General Meeting. Annual subscription to be paid by the beginning of the season each year, plus a match fee each time a player participates in a match (this amount includes training fees).
- 4.2 The Committee may exclude from all or any of the Clubs activities any member whose subscription remains unpaid after 2 months of the due date.

#### **5. Committee Members**

- 5.1 The committee members of the Club will be:
- Chair
  - Secretary
  - Treasurer
  - Umpiring Secretary
  - Club safeguarding officer (non-voting officer)
- 5.2. Officers will remain in post until either they choose to give notice or another member of the club expresses an interest in joining the committee in one of the roles listed above and is voted in accordingly at the AGM. Officers will give 6 months notice if they wish to resign from their position.
- 5.3 Club members who are interested in holding a position on the committee will notify the club secretary of their interest, giving up to 3 months notice.
- 5.3.1 The selection committee will consist of the Head Coach (es) plus one external selector. The re-selection at New Year will be decided by the Head Coach (es) and captains.

## **6. Executive Committee**

- 6.1 The Club will be managed through the Executive Committee consisting of: Chair, Secretary and Treasurer. Only these posts will have the right to vote at meetings of the Executive Committee.
- 6.2 The Executive Committee will be convened by the Secretary of the Club held no less than twice per year. The Quorum required for business to be agreed at Executive Committee meetings will be three.
- 6.3 The Executive Committee will be responsible for adopting the new policy, codes of conduct and rules that affect the organisation of the Club.
- 6.4 The Executive Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Executive Committee as necessary to fulfil its business. The Executive Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution.
- 6.5 The Executive Committee will be responsible for taking any action of suspension or discipline following such hearings.
- 6.6 The Executive Committee may delegate some or all of its powers and making to a sub-committee. Any sub-committee must act only in accordance within the authority delegated to it by the Executive Committee.
- 6.7 Any casual vacancy occurring will be proposed by the Executive Committee at the Annual General Meeting.

## **7. Finance**

- 7.1 All monies raised by or on behalf of the club shall be applied to further the objects of the Club and for no other purpose.
- 7.2. 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.
- 7.3. The financial year of the Club will end each year one week after the last winter season club match fixture.
- 7.4. An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.
- 7.5. Any cheques drawn against Club funds should hold the signature of the Treasurer or an approved signatory.

## **8. Annual General Meetings**

- 8.1 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.
- 8.2. The AGM will receive a report from officers of the Executive Committee and a statement of the audited accounts, captains reports and reports from the coaches.
- 8.3. Nominations for officers of the Executive Committee will be sent to the Secretary prior to the AGM. Election of officers is to take place at the AGM.
- 8.4. Approve annual subscriptions for the ensuing season.
- 8.5. Consider and decide upon any matter raised by a member for which seven days' notice, in writing, shall have been given to the Club Secretary.
- 8.6. Discuss any other business that may arise.
- 8.7. All members have the right to vote at the AGM. The Chair of all meetings shall have the casting vote.
- 8.8. The Quorum for AGMs will be 10 members. The Executive Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM.
- 8.9. The Executive 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. Voting Procedure**

- 9.1 Each member shall be entitled to one vote but must be in attendance at the AGM to use their vote.
- 9.2 The Chair shall have a casting vote in addition to a deliberative vote.
- 9.3 A motion shall be carried by a single majority of those present and voting, except when the motion is a constitutional amendment which shall require a two thirds majority.

## **10. Property and Staff**

- 10.1 Responsibility for all property owned by the Club and for the employment of any paid staff and volunteer's rests with the Executive Committee

## **11. Discipline and Appeals**

- 11.1 All complaints regarding the behaviour of members should be submitted in writing to the Secretary.
- 11.2 The Executive Committee will meet to hear complaints within seven days of a complaint being lodged.
- 11.3 The committee has the power to take appropriate disciplinary action including the termination of membership.
- 11.4. The outcome of disciplinary hearing should be notified in writing to the person who lodged the complaint, and the member against whom the complaint was made, within seven days of the hearing.
- 11.5 There will be a right of appeal to the Executive Committee following disciplinary action being announced. The committee should consider the appeal within seven days of the Secretary receiving the appeal.

## **12. Dissolution**

- 12.1 A resolution to dissolve the Club can only be passed at an AGM or EGM through majority vote of the membership.
- 12.2 In the event of dissolution all funds will be share equally between all paid up full members of the senior club.
- 12.3 Any assets of the Club that remain will be donated to a local netball cause (to be agreed by the Executive by Committee in office at the time of dissolution).

## **13. Amendments to the Constitution**

- 13.1 The constitution will be reviewed every three years unless a significant change is required.
- 13.2 The Constitution will only be changed through agreement by majority vote at an AGM or EGM.
- 13.3 In case of amendments outside of 3-year review period, additions to, or alterations of the constitution shall be submitted to the Secretary not less than 21 days before the date of the AGM or EGM, or with a request for a special meeting of Club members. No resolution involving an amendment to the constitution may be proposed or amended from the floor of a meeting.

**Declaration**

Cobham Netball Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

SIGNED .....  
DATE .....  
Name .....

Position: Club Chair – March 2020

SIGNED .....  
DATE .....  
Name .....

Position: Club Secretary – March 2020