



CODNOR BOYS/GFC CODNOR

Constitution

1. The Club shall be called Codnor Boys Football Club. The Girls football section shall be known as GFC Codnor.
2. The Club shall be affiliated to the Derbyshire County Football Association and will abide by the rules and regulations of the Football Association.
3. The objects of the Club shall be to:
 - Provide a football facility for children of all ages.
 - Arrange social activities for its members.
4. Club Membership
 - a. Members of the Club shall be:
 - i. The players listed in the register of players maintained by the Club Secretary.
 - ii. Parents/guardians of the aforesaid players.
 - iii. Team Managers/Coaches.
 - iv. Management Committee
 - b. Any other person wishing to be a member of the Club must apply in writing to the Club Committee.
 - c. Election to membership shall be at the sole discretion of the Committee.
 - d. The Committee may co-opt members as they feel appropriate.
 - e. In the event of a Committee Member being absent from meetings for three consecutive months, that member will be disqualified unless there are exceptional circumstances.
 - f. A member shall cease to be a member of the Club from the date on which he gives notice to the Club of his resignation.
 - g. The Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for him/her to remain a member. There shall be no appeal procedures.
 - h. A member who resigns or is expelled shall not be entitled to claim any, or a share of any of the Club's property.

- i. It is a condition of club membership that a minimum of at least one parent and/or guardian becomes registered members of Codnor Miners Welfare. At 14 years of age 'junior' membership of Codnor Miners Welfare is permitted.

5. Club Committee

- a. The Management Committee shall consist of Hon. President, Chair, Vice-Chair, Secretary Derby City League, Secretary Mansfield Youth League, Secretary Kickstart League, Secretary Rowsley League, Secretary GFC Codnor, Fixtures Secretary, Treasurer, Funding Secretary and Child Protection Officer.
- b. The Club Committee shall consist of the Management Committee and other members.
- c. Each Committee member shall hold office from the date of appointment until the next Annual General Meeting.
- d. One person may, with the agreement of the Club Committee, hold more than one position on the Management Committee at any one time.
- e. The Club Committee shall be responsible for the management of all affairs of the Club.
- f. A quorum shall consist of 60% of registered Committee members for the transaction of business.
- g. Decisions of the Club Committee shall be made by a majority vote of those registered Committee members attending the meeting. In the event of a tie the Chair shall have the casting vote.
- h. A member proposed by one and seconded by another of the remaining Club Committee members and approved by a majority of the remaining Club Committee members shall fill any vacancy on the Management Committee, which arises between Annual General Meetings.
- i. The Secretary shall minute decisions of the Club's Committee at meetings.

6. Annual and Special General Meeting

- a. An Annual General Meeting (AGM) shall be held each year to:
 - i. Receive a report of the activities of the Club over the previous year.
 - ii. Receive a report of the Club's finances over the previous year.
 - iii. Elect members of the Club Committee.
 - iv. Consider any other business.

- b. Nominations for elections of members to the Management Committee should be made in writing by the proposer and seconder, both of whom must be existing members of the Club to the Club Secretary not less than 21 days before the AGM.
- 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 stating the purpose for which the meeting is required and the resolution proposed.
- d. Business at a SGM may be any business that may be transacted at an AGM.
- e. The Secretary shall give notice of the date of an AGM or SGM together with the resolutions to be proposed at least 14 days before the proposed date of the meeting.

7. Club Teams

- a. At its first meeting following each AGM, the Club Committee shall appoint a suitably qualified person to be responsible for each of the Club's football teams. The appointed person shall be responsible for managing the affairs of the team.
- b. The appointed person shall present to the Club Committee, at its last meeting prior to the AGM, a written report of the activities of the team.
- c. So as to maintain Charter Standard approval it is required that at least one member of each teams management set up is approved to '1st4Sport Level 1 Certificate in Coaching Football'.
- d. New coaches without the '1st4Sport Level 1 Certificate in Coaching Football' award must undertake and pass the relevant course within 12 months of application to join the club.
- e. Any Manager/Coach/Volunteer actively involved within the club must complete a CRB form within three months of joining. These are available from the clubs Child Protection Officer who will help you with the procedure.

8. Club Finances

- a. A bank account shall be opened and maintained in the name of the Club. Designated account signatories shall be the Chair, Secretary and Treasurer. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- b. The income and assets of the Club shall be applied only in furtherance of the objects of the Club.

- c. The Treasurer shall prepare an annual financial statement.

9. Club Policies/Procedures

The Club has in place policies/procedures to cover:

- a. Finance.
- b. Anti-discrimination.
- c. Equal Opportunities.
- d. Complaints Procedure.
- e. Signing on players.
- f. Codes of Conduct for players, supporters, coaches and club officials.
- g. Child Protection.
- h. Applications
- i. Disciplinary Committee
- j. Training and Development

All members are expected to adhere to Club Policies and procedures.

10. Dissolution

- a. A resolution to dissolve the Club shall only be proposed at an AGM or SGM 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 assets remaining after the discharge of the debts and liabilities of the Club shall be donated to a charity of the choosing of the Management Committee.
- d. Alternatively such assets may be disposed of in such other manner as the members of the Club with the consent of the parent Association shall determine.

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