Bootle Bucks Inclusion FC EST 2018

Constitution & Rules

1. The Club shall be called Bootle Bucks Inclusion FC and is a not for profit organization.

2. The objectives of the Club shall be to arrange association football matches, training sessions and social events for its members.

3. The club will be registered with the LCFA.

4. Appropriate Insurance as agreed by the committee will be taken out for registered players and officers.

5. The Constitution and Rules (available upon request from the Secretary or Chairperson) form a binding agreement between each member of the Club who has completed a membership form and any person registering to play football for Bootle Bucks Inclusion FC during the current season agrees to abide by these rules.

6. **RULES AND REGULATIONS** (a) The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/membership of The Football Association. The Rules and Regulations of The Football Association Limited and parent County Association and any League or Competition to which the Club is affiliated for the time being shall be deemed to be incorporated into the Club Rules. (b) No alteration to the Club Constitution and Rules shall be effective without prior written approval by the Bootle Bucks Inclusion FC Executive committee at an Annual or Special General Meeting. (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. (d) The Club shall elect a registered Child Protection Officer and the Club shall adopt its own Child protection policy (as enclosed).

7. **CLUB MEMBERSHIP** (a) The members of the Club from time to time shall be those persons listed in the register of members (the Membership Register), which shall be maintained by the Club Secretary or appointed member. (b) Membership applications will be ratified by the Committee at the next meeting following receipt of application. The Club shall not restrict anyone from applying for membership.

8. **SUBSCRIPTIONS / MATCH FEES** The Club Committee shall have the authority to levy subscriptions / match fees from the members as are reasonably necessary to fulfil its objectives.

9. **RESIGNATION AND EXPULSION** (a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of their resignation. (b) The Club

Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for them to remain a member. (c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.

10. **CLUB COMMITTEE** (a) The Club Committee shall consist of the following Club Officers: President, Chairperson, Vice Chairperson, Treasurer, Secretary, team manager and assistant managers of each team from current season, minutes secretary, fundraising coordinator, Child Protection Officer plus other members, all elected at an Annual General Meeting or if left vacant, at a subsequent committee meeting. (b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting or committee meeting. One person may hold no more than two positions of Club Officer at any time. 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 Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. The Chairperson shall chair meetings of the Club Committee or in their absence the Vice Chairperson or in his absence another appointed deputy. The quorum for the transaction of business of the Club Committee shall be a minimum of five and in the event of there being only 5 attendees any proposal will need to be 80% in favour to be adopted. (c) Decisions of the Club Committee at meetings shall be entered into the Minute Book of the Club or onto hard paper copy to be maintained by the secretary who, if applicable will also maintain an electronic copy. (d) Any member of the Club Committee may, by giving at least 7 days notice, call a special meeting of the Club Committee by prior arrangement with the secretary who shall agree a suitable date with the chairperson and will communicate this date to the committee. The Club Committee shall hold not less than four meetings a year. (e) Any vacancy on the Club Committee, which arises between Annual General Meetings, shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members. (f) Save as provided for in the Rules and Regulations of The Football Association and the 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 Constitution and Rules.
11. **ANNUAL AND SPECIAL GENERAL MEETING** (a) An Annual General Meeting (AGM) shall be held in each year to: (i) receive an overview of the activities of the Club over the previous year presented by the respective team Managers and summarised by the Chairperson (ii) receive a report of the Club's finances over the previous year (iii) elect the members of the Club Committee (b). Notice of any Constitution or rule change resolution to be proposed at the AGM shall be given in writing to the Club Secretary prior to the Meeting. (c) A Special General Meeting (SGM) may be requested at any time by any member with the supporting signatures of 5 other members stating the purpose of the meeting and any resolutions proposed and shall be called within 21 days of the receipt by the Club Secretary. No other business shall be discussed at the SGM. (d) The Secretary shall inform each member the date of an Annual General Meeting or SGM, and Committee members of forthcoming Committee meetings. (e) The quorum for a General Meeting or SGM shall be not less than 8 members (f) The Chairperson, vice Chairperson or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and a simple majority shall pass resolutions. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote. (g) The Club secretary or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club or keep a hard paper copy and if applicable maintain an electronic copy.

12. **CLUB FINANCES** (a) A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be any 2 from Club Chairperson, Secretary and Treasurer but must always include the Treasurer. No sum shall be drawn from the Club Account

except by cheque signed by two designated signatories. 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 (the Club Property) shall be applied only in furtherance of the objectives of the Club as determined by the committee. (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 services rendered to the Club. (d) The Club shall prepare an annual Financial Statement at its Annual General Meeting, which will be independently audited.

13. **DISSOLUTION** (a) A resolution to dissolve the Club shall only be proposed at an Annual General or Special 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 assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to the parent Association who shall determine how the assets shall be utilised for the benefit of the game. 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.

BOOTLE BUCKS
INCLUSION F.C