



CLUB RULES AND CONSTITUTION OF GREAT DANES YOUTH FOOTBALL CLUB



1. NAME

- (a) The name of the club shall be called '**Great Danes Youth Football Club**' hereafter called The Club.

2. OBJECTS

- (a) The object of The Club is to help young people, especially but not exclusively through leisure time activities, to develop their physical, mental and spiritual capacities, that they may grow to full maturity as individuals and members of society and that their conditions of life may be improved. This shall be achieved by arranging association football matches and social activities.

3. AFFILIATION

- (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 Essex County Football Association and any League or Competition to which The Club is affiliated for the time being shall be deemed to be incorporated into the Constitution.
- (b) 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 shall be those persons listed in the register of members (the Membership Register) which shall be maintained by the Membership Secretary. A list of current members shall be kept in the clubhouse.
- (b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to The Club. Election to membership shall be at the sole discretion of the General Management Committee. The name and address of any applicant for membership shall be prominently displayed in the clubhouse for two days prior to their election.
- (c) Persons may not be admitted to membership, or be admitted as candidates for membership to any of the privileges of membership without an interval of at least two days between their nomination or application for membership and their admission. Nor may persons becoming members without prior nomination or application be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.
- (d) Members will be categorised as either playing members (registered to a youth team at The Club up to and including Under 18) or full members. Playing members have no voting rights. Full membership for parents / guardians of playing members shall be assumed unless otherwise indicated on the Membership Application Form. All Club officials (President, Club Officers, General Management Committee Members, Team Managers and Assistants) are granted full membership for themselves without payment of an annual fee whilst holding their positions.
- (e) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- (f) The Football Association and the Essex County Football Association shall be given access to the Membership Register if the request is considered appropriate.



CLUB RULES AND CONSTITUTION OF GREAT DANES YOUTH FOOTBALL CLUB



5. ANNUAL MEMBERSHIP FEE

- (a) An annual fee payable by each playing member shall be determined from time to time by the General Management Committee. Any fee shall be payable on a successful application for membership and annually by each member. In cases of hardship fees may be waived with approval of the General Management Committee. Fees shall not be repayable.

6. 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 General Management Committee of their resignation. A member whose annual membership fee is more than 3 months in arrears, apart from case of hardship described in 5 (a), shall be deemed to have resigned.
- (b) The General Management 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. There shall be no appeal procedures.
- (c) A member who resigns or is expelled shall not be entitled to claim any, of a share of any, of The Club property.

7. THE GENERAL MANAGEMENT COMMITTEE

- (a) The General Management Committee shall be an adult committee consisting of the following Club Officers and be elected at an Annual General Meeting:
- Chairperson
 - Director of Football
 - Club/Football Secretary
 - Treasurer
 - Membership Secretary
 - Club Welfare Officer

This will form the basis of the General Management Committee.

- (b) An additional role of Vice Chairperson will be held by the one of the Club Officers, as chosen by the Chairperson.
- (c) As agreed at an Annual General Meeting of The Club, a maximum of nine other General Management Committee Members may be elected to various other roles as required. These may include 11-a-side Pitch Secretary, Mini Soccer Pitch Secretary, Catering Secretary, Fund Raising Secretary, and up to four 'members without portfolio'. Other persons may be co-opted at any time at the discretion of the General Management Committee but at no time shall this number exceed one third of the total number of the General Management Committee.
- (d) Each Club Officer and General Management Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. The General Management Committee shall be responsible for the management of all affairs of The Club. Decisions of the General Management Committee shall be made by a simple majority of those attending the General Management Committee meeting. The Chairperson of the General Management Committee meeting shall have a casting vote in the event of a tie. Meetings of the General Management Committee shall be chaired by the Chairperson or in their absence by the Vice Chairperson.



CLUB RULES AND CONSTITUTION OF GREAT DANES YOUTH FOOTBALL CLUB



- (e) Decisions of the General Management Committee shall be recorded and maintained by the Club Secretary.
- (f) Any member of the General Management Committee may call a meeting of the General Management Committee by not giving less than 14 days' notice to all members of the General Management Committee. The General Management Committee shall not hold less than two meetings a year.
- (g) An outgoing member of the General Management Committee may be re-elected. Any vacancy on the General Management Committee that arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining General Management Committee members and approved by a simple majority of the remaining General Management Committee members.
- (h) Save as provided for in the Rules and Regulations of The Football Association and the Essex County Football Association to which the club is affiliated, the General Management Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules and Constitution.
- (i) A Quorum for the General Management Committee shall be deemed formed when four members are present.
- (j) The following officers of the club shall comprise The Executive of The Club:
 - Chairperson
 - Club/Football Secretary
 - Membership Secretary
 - Director of Football
 - Treasurer
- (k) The Executive of The Club shall have the power to act on behalf of The Club at all times and to decide upon action where the rules are silent. All such action must be reported at the next General Management Committee meeting.
- (l) The conduct of the day to day running of the general affairs of The Club shall be controlled by The Executive of The Club requiring at least three of the four members to be in agreement. All members of The Executive of The Club shall have one vote and where resolutions receive an equal number of votes the Chairperson shall have a second vote.
- (m) A Quorum for The Executive of The Club shall be deemed formed when three members are present.

8. ANNUAL AND SPECIAL GENERAL MEETING

- (a) An Annual General Meeting (AGM) shall be held in 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 Club Officers and General Management Committee Members
 - (iv) consider any other business
- (b) Nominations for election of full members as Club Officers or as members of the Club committee shall 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. 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 General Meeting of The Club may be called at any time by the General Management Committee. A General Meeting of The Club shall be called within 21 days of receipt by the



CLUB RULES AND CONSTITUTION OF GREAT DANES YOUTH FOOTBALL CLUB



Club Secretary of a requisition in writing by not less than five voting members stating the purpose for which the meeting is required and the resolution(s) proposed. Fourteen days notice of any such General Meeting should be given to voting members either by post, email, or by a clearly displayed notice on The Club's premises.

- (d) A quorum for a General Meeting shall be deemed formed when ten full members are present.
- (e) The Chairperson, or in their absence the Vice Chairperson, shall take the chair. Each full member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equal number of votes the Chairperson of the Meeting shall have a casting vote.
- (f) The Club Secretary, or in their absence a member of the General Management Committee, shall record and maintain minutes of General Meetings.
- (g) No more than 15 months shall elapse between any two AGMs.

9. CLUB TEAMS

- (a) The General Management Committee shall appoint a Club member to be responsible for each of The Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the General Management Committee at the AGM a report on the activities of the team.

10. 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 the Club Chairperson, the Club Secretary and the Treasurer. No sum shall be withdrawn from the Club Account except by cheque signed by two of the three 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 objects of The Club.
- (c) The General Management Committee shall have the 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 in such form as shall be published by The Football Association from time to time.
- (e) The Club Property, other than the Club Account, shall be vested in the Executive of the Club who shall deal with the Club Property as directed by decisions of the General Management Committee.

11. SALE AND SUPPLY OF INTOXICATING LIQUOR

- (a) The Club no longer sell or supply intoxicating liquor.

12. INSURANCE

- (b) Public Liability Insurance is provided through our affiliation to the Essex County Football Association.



CLUB RULES AND CONSTITUTION OF GREAT DANES YOUTH FOOTBALL CLUB



13. CLUB RULES AND CONSTITUTION

- (a) These Club Rules and Constitution shall only be altered by resolution passed by a two-thirds majority of full members at a General Meeting. Notice of proposed amendments to the constitution must be given in writing not less than twenty-one days before the General Meeting. No alteration shall be made to this constitution which shall cause The Club to cease to be a non-profit making organisation and or by charity law.

14. 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 General Management 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 disposed of in such manner as the members of The Club determine to a suitable independent body to be used for similar charitable objectives for the youth of the Borough of Brentwood. Alternatively, such assets may be transferred to the Essex County Football Association who shall determine how the assets shall be utilised for the benefit of the game.