



Laurel Park Netball Club Constitution

1. The Club shall be called Laurel Park Netball Club.
2. The Club shall be affiliated to Netball South and England Netball.

3. Aims and Objectives

To promote the personal development of 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 individuals' skills.

The aims and the objectives of the Club will be to:

- Promote netball and the Club within the local community
- To offer coaching and competitive opportunities in netball
- Manage training sessions
- Ensure a duty of care to all members of the Club
- Provide all its services in a way that is fair to everyone
- Ensure that all present and future members receive fair and equal treatment.

4. Membership

- 4.1 The Club shall consist of a Juniors Section and a Seniors Section, each with Officers and Members.
- 4.2 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, 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.
- 4.3 In accepting membership, a person agrees to abide by the Constitution of the Club and the rulings of the Club's Executive Committee.
- 4.4 Members will be enrolled in one of the following categories:
 - Senior Member
 - Junior Member
- 4.5 Members may resign from membership at any time by giving notice to the Club Secretary.

5. Membership Fees

- 5.1 Membership fees shall be stipulated by the Committee at the Annual General Meeting, with the Club Executive Committee distinguishing between members who are in full membership and junior members.
- 5.2 Fees will be paid in August of each year or by quarterly subscription. Junior fees will be payable each term.
- 5.3 The Club Executive Committee may decide upon other charges or subscriptions at its discretion.

6. Officers

- 6.1 The officers of the Club shall be: Chair, Secretary, Treasurer, Club Safeguarding Officer, Data Protection Lead and any other relevant position. As deemed necessary by the Executive Committee, positions can be held by 2 officers – one representing Seniors and one representing Juniors.
- 6.2 These officers shall hold position for a period of 12 months, being elected annually at the Club AGM. All officers shall retire annually but shall be eligible for re-election.
- 6.3 Any casual vacancy occurring may be filled by the Executive Committee.

7. Executive Committee

- 7.1 The Club will be managed through the Executive Committee consisting of Chair, Vice Chair, Head Coach, Secretary, Treasurer, Social & Charity Co-ordinator, Tournament Secretary, CAPS Coordinator, Umpiring Secretary, Kit Coordinator, Safeguarding Officer, Data Protection Lead, Junior representative (This person must be under 18 years of age), Club Volunteer Coordinator, Social Media Coordinator. If the position is held by two Officers (one representing Seniors and one representing Juniors), the applicable Officer will form part of the Executive Committee. Only these posts will have a right to vote at meetings of the Executive Committee.
- 7.2 Meetings of the Executive Committee shall be convened by the Secretary and the committee shall meet as required.
- 7.3 The quorum for the transaction for business at the Executive Committee meetings shall be 6.
- 7.4 Every decision at a meeting of the Executive Committee shall be determined by a majority vote of all the members present and every voting member having one vote. In the event of an equality of votes, the respective Seniors' or Juniors' Chair of the meeting will have the casting vote.
- 7.5 The Executive Committee shall be responsible for considering any application for membership and shall decide if this application should be accepted. The decision shall be in accordance with a non-discriminatory policy.
- 7.6 The respective Executive Committee may delegate some or all 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.
- 7.7 The respective Executive Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Club.

8. Finances

- 8.1 All monies raised by or on behalf of the Club shall be applied to further the objectives of the Club and for no other purpose.
- 8.2 All Club monies will be banked in an account held in the name of the Club (one for Seniors and one for Juniors).
- 8.3 The Club Seniors' Treasurer will be responsible for the finances of the Seniors section of the Club and the Juniors' Treasurer will be responsible for the finances of the Juniors section of the Club.
- 8.4 The financial year of the Club will end on the 31st of July.
- 8.5 The Clubs annual accounts will be independently reviewed. This review will be the responsibility of an individual other than the Seniors' and Juniors' Treasurers.
- 8.6 A statement of annual accounts will be presented by the Seniors' and Juniors' Treasurer to the Club Secretary for review and agreement ahead of the Annual General Meeting.
- 8.7 The requirement for no less than 2 signatories on the bank accounts will be met.

9. Annual General Meeting and other Meetings

- 9.1 Notice of the Annual General Meeting (AGM) will be given by the Club Secretary, not less than 28 clear days' notice to be given to all Club members.
- 9.2 The AGM will receive a report from officers of the Executive Committee.
- 9.3 Nominations for officers of the Committee will be sent to the Secretary prior to the AGM.
- 9.4 Election of officers is to take place at the AGM.
- 9.5 All members shall be entitled to vote at general meetings of the Club and shall have equal voting rights.
- 9.6 The quorum for general meetings shall be 15% members present and eligible to vote.
- 9.7 An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary signed by not less than 15 members. The Executive Committee shall have the power to call an EGM by decision of a simple majority of its members. The EGM should be held within 21 days of receipt of a valid requisition.

10. Voting Procedures

- 10.1 Each member shall be entitled to one vote.
- 10.2 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.
- 10.3 The Chair shall have a casting vote in addition to a deliberative vote.

11. Annual General Meeting and other Meetings

- 11.1 Responsibility for all property owned by the Club and for employment of any paid staff and volunteers rests with the Executive Committee.

12. Discipline and Appeals

- 12.1 The Executive Committee shall have the power to take disciplinary action against any member and shall have the authority to terminate the membership of any member guilty of conduct deemed to be a detriment to the Club.
- 12.2 There shall be a right of appeal to the Executive Committee, against any decision made by an officer of the Club.
- 12.3 The appeal shall normally be considered within 14 days of it being received by the Secretary.

13. Dissolution Procedures

- 13.1 A resolution to dissolve the can only be passed at an AGM or EGM through a majority vote of the membership.
- 13.2 In the event of dissolution, any assets of the Club that remain will become the property of England Netball or some other club with similar objectives to those of the Club.

14. Review of the Constitution

- 14.1 The Constitution shall be reviewed on a yearly basis.
- 14.2 The Constitution will only be changed through agreement at an AGM or EGM. Any alteration to the Constitution shall require two thirds majority of members present and voting.
- 14.3 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.
- 14.4 In the event of a proposal for amending the Constitution being submitted, the Secretary shall inform the membership of the proposed motion not less than 14 days before the AGM.
- 14.5 Any question or matter arising, which is not provided for within the Constitution, shall be dealt with by the Executive Committee, whose decision is final.

