



# Scarisbrick Swords Fencing Club

## Constitution

### Name

The club will be called *Scarisbrick Swords Fencing Club*.

### Aims and Objectives

The aims and objectives of the club are:

- To promote the sport of fencing in Southport and the surrounding area.
- To use fencing to improve the health and wellbeing of club members.
- To have a particular focus on creating youth fencing opportunities.
- To offer affordable access to coaching and equipment for all members.
- To work with local organisations, particularly schools, to promote fencing and its benefits.
- To support members wishing to pursue national and international competitive opportunities.
- To provide all its services in a way that is fair to everyone.
- To ensure a duty of care to all members of the club.

### Membership

Membership should consist of officers and members of the club. All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept the regulations and codes of conduct that the club has. Members aged 18 and over will be Senior Members. Members aged 17 or under will be Junior Members. The club will also welcome visiting guests.

Members will be enrolled in one of the following categories:

- Senior Member
- Junior Member
- Life Member
- Officer

## **Membership Fees**

Membership fees will be set annually and determined at the Annual General Meeting. Fees will be paid at the start of each term or by annual subscription. Non-members visiting to fence will pay a set charge per visit. Fees may be set by membership category.

## **Officers of the club**

The officers of the club will be (N.B. these are suggestions):

- Chair
- Secretary
- Treasurer
- Welfare Officer
- Head Coach
- Armourer
- Publicity Officer
- Coach(es)
- Assistant Coach(es)
- Assistant Welfare Officer

Officers who are members of the Management Committee will be elected annually at the club Annual General Meeting. Other Non-committee officers will be appointed by the Management Committee as required to ensure the effective running of the club.

Individuals may hold multiple offices if required, with the exception of Chair, Treasurer and Welfare Officer who must be separate individuals.

## **Committee**

The club will be managed through the Management Committee consisting of at a minimum the following officers:

- Chairman
- Secretary
- Treasurer
- Welfare Officer

Other officers may be added to the Management Committee as deemed appropriate by the Management Committee, but in all cases the individuals should be elected by the membership. Only Committee members have voting rights at meetings of the Committee. In the event of any tied votes the Chair holds the casting vote. The quorum required for

business to be agreed at Management Committee meetings will be half of the committee members currently in post. The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club. The Management Committee will be convened by the Secretary and held no less than 4 times per year.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfill its business. The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

## **Finance**

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. The financial year of the club will end on: *30<sup>th</sup> June*.

A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting. Any cheques drawn against club funds should hold the signatures of the Treasurer plus at least one other nominated officer. Any other use of club funds should be by the agreed of at least two members of the Management Committee.

## **Annual General Meetings**

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary with not less than 21 clear days' notice to be given to all members. The AGM will receive a report from officers of the Management Committee and a statement of the accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM. All non-junior members have the right to vote at the AGM. The quorum for AGMs will be one quarter of the full membership or 5, whichever is the higher. The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## **Discipline and Appeals**

All complaints regarding the behavior of members should be submitted in writing to the Secretary. The Management Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action

including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

### **Dissolution**

A resolution to dissolve the club can only be passed at an AGM or EGM through a two thirds majority vote of the non-junior members. In the event of dissolution, any remaining assets of the Scarisbrick Swords will become the property of the nearest fencing club that is open to the public.

### **Amendments to the Constitution**

The constitution can only be changed through a two thirds majority vote at an AGM or EGM.

### **Declaration**

Scarisbrick Swords Fencing Club hereby adopts and accepts this constitution as a current operating guide to regulate the actions of its members.

SIGNED:

DATE:

NAME:

POSITION: Club Chair

SIGNED:

DATE:

NAME:

POSITION: Club Secretary