

Maypole FC Standard Club Rules/Constitution

1. NAME -

Maypole Football Club

2. OBJECTS -

The Club are to arrange associated football matches and social activities its its members (manager, coach, player, parent/guardian).

3. STATE OF RULES -

These Club Rules form a binding agreement between each member of the club.

4. RULES AND REGULATIONS -

(a) The Club has the status of an Affiliated Member Club of The Football Association by virtue of its affiliated 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 Rules shall be effective without approval by the Club Committee.

(c) The Club abides by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.

5. CLUB MEMBERSHIP -

(a) The members of the Club are those persons who are managers, coaches and parents/guardians of a player listed in the database which is maintained by the Club Secretary.

(b) Any person who wishes to be a member must apply to the secretary in an email or via telephone. Election for membership shall be at the sole discretion of the Club Committee. In the event of a member's resignation or expulsion, his or her name shall be removed from the register database with immediate effect.

(c) Any member(manager/coach) that is funded for a level 1 or level 2 coaching course to help with any team will be required to stay with the club for a minimum of 2 years. If the member (manager/coach) decides to leave before then they will be liable to pay the course fee back to the club.

6. ANNUAL MEMBERSHIP FEE / WEEKLY SUBSCRIPTIONS -

(a) An Annual Registration fee is payable by each member and shall be paid before the start of the season or when a member joins Maypole FC at anytime during the course of the season. Annual Registration Fees are not repayable.

(b) Members Subcriptions shall be paid monthly to the teams account.

(c) Team Subscriptions are payable every month between August and June.

(d) The Club Committee shall have the authority to levy further subscriptions from the Members and make changes reasonably necessary to fulfil the the objects of the Club.

7. RESIGNATIONS 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. A member whose subscription is more than 2 months in arrears shall be suspended from playing until all outstanding monies are settled.

(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. There shall be no appeal procedures.

(c) A Member who resigns or is expelled shall not be entitled to claim any share of the Club/team property.

8. MAYPOLE FOOTBALL CLUB -

FA Chartered Standard Community Club, Established 1975.

CLUB COMMITTEE -

(a) The Club Committee consists of: Chairperson, Vice Chairperson, Club Secretary, Child Welfare Officer and FA Charter Standard Officer, plus other members, who are duly elected at an Annual General Meeting.

(b) Each 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. One person may hold no more than two positions at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the chairperson or in their absence, the Vice chairperson. The minimum committee members required for transaction of business of the Club shall be three.

(c) Minutes of the Club Committee and Managers meetings shall be recorded and maintained by the Club Secretary.

(d) Any member of the Club Committee may call a meeting by giving not less than seven days notice to all members of the club committee. The Club Committee shall hold the power to decide all questions and disputes arising in respect of any issue concerning Club Rules.

9. 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 the members of the Club Committee
- iv. Consider any other business.

(b) Nominations for election of the Club Committee shall be made in writing/email by the proposer and seconder, both of whom must be existing Members of the Club, to the Club Secretary not less than seven days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing/email to the club Secretary not less than seven days before the meeting.

(c) A Special General Meeting (SGM) may be called at any time by the Committee and shall be called within 14 days of the receipt by the Club Secretary of a requisition acknowledged by not less than five Committee members stating the purposes for which the resolutions proposed. Business at the SGM may be any business that may be transacted at the AGM.

(d) The Chairperson or in their absence, Vice Chairperson, shall take the Chair. Each member present shall have a vote and resolutions shall be passed by a simple majority. In the event of equality of votes the Chairperson of the meeting shall have the casting vote.

(e) The Club Secretary, or if in their absence a member of the Club Committee, shall enter minutes of the Committee / Managers Meetings.

10. CLUB TEAMS -

The Club 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 team affairs.

11. FINANCES -

(a) The Bank account is maintained in the name of Maypole FC. Signatures are the Club Chairperson, The club Secretary, and the Treasurer. No sum shall be drawn from the Club Account except by Cheque or Bank Transfer with the ok from two of the three designated signatories. All monies payable to the Club shall be received and acknowledged by the Treasurer via internet banking.

(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 Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club.

(d) The Club Shall prepare an Annual Financial Statement.

(e) The Club property, other than the Club account, shall be vested in the Committee (the Custodians), The Treasurer shall deal with the Club Property as directed by decisions of the Club Committee and with minutes taken this will be conclusive evidence of such decision.

(f) The Custodians shall hold office until death or resignation unless removed by a resolution passed at a Committee / Managers Meeting..

(g) On their removal or resignation a Custodian shall execute a conveyance in such form as is published by The Football Association from time to time to a newly elected custodian or the existing Custodians as directed by the Club Committee. On death of the Custodian, any Club property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, a Spacial General meeting shall be convened as soon as possible to appoint a new Custodian.

(h) The Custodians shall be entitled to an indemnity out of the Club Property for all expences and other liabilities reasonably incurred by them in carrying out their dutie.

(i) All Teams at Maypole FC will have accounts set up for them by the Club Committee, they will be looked after by the Club Treasurer who will be solely responsible for transferring or debiting any monies out of these account. The Team's Manager's or designated Team Treasurer's will have access to the account to keep an eye on their income and shall contact the Club Treasurer if any monies need to be taken out of the account for their team expences.

(j) All monies in the Team Accounts are ultimately Maypole FC's and should a Team fold all monies, if any shall be transfered into the Club's Main Bank Account.

(k) The Club Committee reserve the right to regularly inspect Team's Financial affairs.

12. CLUB COMPLAINTS PROCEDURE -

In the event that any member feels that he or she has suffered discrimination in anyway, or that the Club Policies, Rules or Code of Conduct have been broken, should follow the procedure below.

i. Report the matter to the Club Secretary or Another member of the Committee:

(a) Details of what, when and where. (b) Any witness statement and names. (c) Names of any others who have been tretaed in a simular way. (d) Details of any former complaints made about the incident, date, when, and whom made. (e) A preference for a solution to the incident.

ii. The Club's Committee will sit for any hearingsthat are requested.

iii. The Club's Committee will have the power to:

(a) Warn as to future conduct. (b) Suspend from membership.

(c) Remove from membership any person found to have broken the Club's Policies or Code of Conduct.

13. DISSOLUTION -

(a) The Resolution to dissolve the Club shall be proposed at the General Meeting and shall be carried by 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 winding up of assets and liabilities of the Club.

