

Glenearn Badminton Club Constitution



*Glenearn Badminton Club Constitution
Adopted 17 October 2022 in substitution for previous constitution*

1 GENERAL

1.1 NAME

The name of the organisation will be the 'Glenearn Badminton Club'.

NB: For the remainder of this document the organisation will be referred to as 'the Club'.

1.2 VALUES

Our values are our Club's moral compass. These core principles guide our work and direct our passion.

INCLUSIVE SPORT We aim to welcome all badminton players to our club regardless of an individual's background or financial status.

HAVING FUN While we look to support members to improve their badminton and many work hard to do so, having fun is a key element of our club.

DEVELOPING PLAYERS We endeavour to provide opportunities for members to reach their maximum badminton potential and compete at higher levels if they choose to do so.

GROWING BADMINTON We encourage and seek to grow participation, providing opportunities to participate for as many of our members as possible.

RESPECT & TOLERANCE We pride ourselves on a culture of mutual respect and tolerance, be that on or off the court. We will continue to uphold the club's high standards.

COMMUNITY AT HEART We understand that our members and the wider community are at the very heart of our club and we will continue to build strong and lasting relationships.

YOUTH FOCUS Younger members are the future. Our club remains committed to championing the interests of our youth section which acts as a pathway to our adult club.

1.3 LEGAL STRUCTURE

The club has adopted the legal structure of an 'Unincorporated Association' and as such ensures that the club is not run for profit but instead guided by the above values and focused on the above objectives.

1.4 GENERAL STRUCTURE

The structure of the club consists of:-

SENIOR MEMBERS – should be aged 18+. Each senior member has the right to attend members' meetings (including any Annual General Meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;

JUNIOR MEMBERS – should be aged 17 or under. Junior members do not have any voting rights.

GENERAL COMMITTEE - hold regular meetings, and generally control the activities of the club; for example, the general committee is responsible for monitoring and controlling the financial position of the organisation.

2 CLUB AFFILIATION

2.1 The Club shall seek to become affiliated to 'Badminton Scotland'.

2.2 The Club shall develop a close working relationship with 'Live Active Sport'.

3 CLUB MEMBERSHIP

3.1 Membership shall be open to Senior and Junior members (see 1.5).

3.2 The General Committee may for practical reasons opt to cease accepting new members or restrict/limit member numbers. In such circumstances, a membership waiting list will be created.

3.3 Membership will be open to those who have completed the relevant 'Membership Application Form', confirming that they have reviewed and agree to adhere to the Member/Players 'Code of Conduct'.

3.4 Any Member or Guest guilty of misconduct (i.e. behaviour contrary to this Constitution, the Club's 'Code of Conduct', or the standard set by Badminton Scotland) may be cautioned once or, in the case of Members, expelled from the club by a majority decision of the General Committee. Any person expelled shall have the right to appeal to a General Committee meeting held at their request not later than two weeks from the date of expulsion.

4 FEES

- 4.1 The Committee, an Annual General Meeting and/or an Extraordinary General Meeting shall determine the fees payable by members and guests from time to time. The fees payable may consist of any combination of:
- An annual membership fee;
 - A Club Night fee and;
 - A fee for representing the Club in competitive matches.
- 4.2 In setting the fees payable by members and guests, the Committee, Annual General Meeting or Extraordinary General Meeting shall aim to ensure fees are set at such a level that the costs of operating the Club are met.
- 4.3 Fees may be differentiated by type of member. For example, fees may differ between junior and senior members, different fees may apply for guests (i.e. non-members attending club sessions) and fees may apply for categories of member such as students and unwaged members.

5 MEMBERSHIP CANCELLATIONS

- 5.1 Any member wishing to cancel their membership must do so in writing to the Club Secretary.
- 5.2 No fees (or portion thereof) shall be refunded to individuals who cancel their membership.

6 CLUB MANAGEMENT

- 6.1 The club will be governed by an elected committee referred to as the 'General Committee'. This body will comprise the following roles:
- Club President (Essential)
 - Club Secretary (Essential)
 - Club Treasurer (Essential)
 - Up to five additional ordinary members
- 6.2 The General Committee will therefore comprise a minimum of six and maximum of eight members as listed in point 6.1.
- 6.3 General Committee members will be elected at the Annual General Meeting or Extraordinary General Meeting (if appropriate) and hold the post until the next Annual General Meeting, where they may stand for re-election.
- 6.4 The General Committee require a minimum of three members to form a quorum.
- 6.5 General Committee positions which are not filled at the Annual General Meeting may be filled by election by a majority of the existing General Committee.
- 6.6 The General Committee shall agree to meet at an appropriate frequency to allow them to appropriately discharge its collective responsibility and work in the best interests of the club.

6.7 All decisions shall be by majority vote. The Club President will be the only member of the General Committee to retain a casting vote in the event of a tie.

7 ANNUAL GENERAL MEETING

7.1 The General Committee will seek to coordinate the Annual General Meeting (AGM) in September each year, of as soon as reasonably practicable thereafter but not any longer than 18 months after the previous.

7.2 The AGM will consist of the following elements:

- Club President's Annual Report
- Review and approval of the Club Accounts
- Review and approval of fees
- Considering motions to amend the Constitution
- Electing the General Committee
- Any other competent business

7.3 A minimum of fourteen days' notice shall be given to all members, to include date/time/venue. While a minimum period is required, the General Committee will seek to communicate the AGM plans well in advance of the event to ensure openness and transparency.

7.4 All motions for discussion at the AGM must be submitted in writing to the Club Secretary no later than fourteen days prior to the meeting.

7.5 An AGM shall only be valid when at least three Members are in attendance or where there are less than three Members of the Club, all Members are in attendance. Each member will have one vote at the AGM but must be present to cast it. The president shall have a casting vote in the event of a tie.

8 EXTRAORDINARY GENERAL MEETING

8.1 An Extraordinary General Meeting (EGM) shall be called by the General Committee by its own accord or upon receipt of a formal written request from 20% of the membership, to discuss matters of pressing urgency which can not wait until the next AGM.

8.2 A minimum of twenty eight days notice shall be given to all members, to include date/time/venue.

8.3 Voting rules at the EGM mirror those of the AGM.

9 **AMENDMENTS TO THE CONSTITUTION**

- 9.1 Amendments may not be made to the Constitution except at the AGM or EGM if it has been convened for that purpose, and then only by a two-thirds majority of those present and able to vote.

10 **FINANCE AND ANNUAL ACCOUNTS**

- 10.1 The General Committee are responsible for supporting the treasurer in keeping true accounts detailing all income and expenditure of the club. The General Committee shall be responsible for maintaining and operating the necessary bank accounts on the club's behalf and shall conduct all financial operations in the best interests of the club.
- 10.2 The financial year shall end on 30 July each year.
- 10.3 The club's bank account(s) shall be opened in the name of the club and cheques/withdrawals/payments shall be signed by any two or more committee members.
- 10.4 A minimum of three General Committee members shall be signatories on the club account(s).
- 10.5 The club bank account(s) will be overviewed by non-signing members of the General Committee on a minimum bi-monthly basis, to ensure the accounts are being operated in line with the best interests of the club.
- 10.6 The club may receive donations, grants in aid and financial guarantees.
- 10.7 The income and property of the club whencesoever derived shall be applied solely towards promoting the objects of the club as set forth above and no portion thereof shall be paid or transferred either directly or indirectly to any member or members of the club except in payment of the legitimate expenses incurred on behalf of the club.
- 10.8 Any club expenditure over £50 requires the approval of the President. Any club expenditure over £100 requires the approval of the President and one other committee member.

11 **DISSOLUTION OF THE CLUB**

- 11.1 The General Committee, by a two-thirds majority of a quorate meeting, may decide to propose a motion to dissolve the Club. The Committee must then call an EGM, giving at least twenty eight days notice of the meeting to all Club members.
- 11.2 Alternatively, ten (or if less, all of the) members may petition the Club Secretary in writing, to call an EGM to debate dissolution of the Club. The Club Secretary must give at least twenty eight weeks notice of the meeting to all club members.
- 11.3 Voting rights as at the AGM apply.
- 11.4 If the motion is passed by a two-thirds majority, the club is then dissolved.
- 11.5 In the event of the Club being wound up, any assets remaining upon dissolution after the payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objects to those of the Club.