

CLUB RULES

The name of the club shall be Hackleton Harriers Junior Football Club.

2) OBJECTS

The object of the Club is to provide facilities and opportunities for the playing and enjoyment of football, to arrange football matches in appropriate leagues/competitions and to arrange social activities for its members.

3) STATUS OF THE RULES

These rules form a binding agreement between each member for the Club.

4) RULES AND REGULATIONS

(a) The Club shall have the status of a 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 Parent County Association and any League or Competition to which the club is affiliated for the time being shall be deemed to incorporated into the Club Rules.

(b) No alteration to the Club Rules shall be effective without prior written approval by the parent Association.

(c) The Club will also abide by the Football Associations Child Welfare protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.

5) CLUB MEMBERSHIP

(a) The members of the Club from time to time shall be those persons listed in the register of members (the "Membership Register") which shall be maintained by the Club Secretary.

(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 discretion of the Club Committee and granted in accordance with the anti-discrimination and equality policies which are in place from time to time.

An appeal against refusal may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time. Membership shall become effective upon an applicant's name being entered in the Membership Register.

(c) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.

(d) The FA and Parent County Association shall be given access to the Membership Register on demand.

6) ANNUAL MEMBERSHIP FEE

(a) An annual fee payable by each member shall be determined from time to time by the Club Committee. And a fee shall be payable on a successful application for membership and annually by each member. Fees are non-refundable, except for injuries in excess of 4 weeks and at the committee's discretion.

(b) The Club Committee shall have the authority to levy further subscription from the members as are reasonably necessary to fulfill the objects of the Club.

7) REGISTRATION 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 registration. A member whose annual membership fees or further subscriptions is more than 2 months in arrears shall be deemed to have resigned.

(b) The Club Committee shall have the power to expel a member when, in their opinion, it would not be in the interest of the Club for them to remain a member. There should be no appeal procedures.

(c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any Club Property.

8) CLUB COMMITTEE

(a) The Club Committee shall consist of the following Club Officers. Chairperson, Vice Chairperson, Treasurer and Secretary. Plus up to 5 other members elected at an Annual General Meeting.

(b) Each Club Officer and Club Committee member shall hold office from the date of appointment until the Annual General Meeting unless otherwise resolved at a Special General Meeting, in order to keep continuity no more than 50% of the elected committee to leave in any one year. Also the Club Chairman and Vice Chairman should not leave the committee during the same year. Any existing committee member who wishes to resign from the committee should give a minimum of one months notice. Any committee vacancy should be notified to all members not less than 21 days before the AGM by the Club Secretary. One person may hold no more than two positions of Club Officer at any one time. The Club Committee shall be responsible for the Management of all the affairs of the Club. Decisions of the Committee shall be made a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting 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 quorum for the transaction of business of the Club shall be three.

(c) Decision of the Club committee of Meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

(d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days notice to all members of the Club Committee. No less than four meetings are to held a year.

(e) An outgoing member of the Club Committee may be re-elected. Any vacancy of the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.

(f) Save as provided for in the Rules and Regulations of Football Association and the County Association to which the Club is affiliated, The Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

9) ANNUAL AND SPECIAL GENERAL MEETING. AGM/SGM

(a) An AGM shall be held in each year to:

1 Receive a report of the activities of the Club over the previous year- *Chairpersons responsibility.*

2 Receive a report of the Clubs Finances over the previous year – *Treasurers responsibility.*

3 Elect the members of the Club Committee.

4 Consider any other business.

(b) Nomination for election of members as Club Officers or as member of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing Club members, 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 to the Club Secretary not less than 21 days before the meeting.

(c) A special General Meeting (SGM) may be called by the Club Committee at any time and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing signed by not less than five members stating the purpose for which the meeting is required and resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.

(d) The secretary shall send to each member at their last known address written notice of the date of a AGM/SGM together with the resolutions to be proposed at least 14 days before the meeting.

(e) The quorum for a AGM/SGM shall be five.

(f) The Chairperson or in their absence a member selected by the Club Committee shall take the Chair. Each member present should have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes, the Chairperson of the meeting shall have casting vote.

(g) The Club Secretary, or in their absence a member of the Club Committee shall enter Minutes of the AGM/SGM into the Minute Book of the Club.

10) CODE OF CONDUCT

Club Officers, Managers/Coaches, Players and spectators are expected to adhere to the highest standard of behaviour whilst representing the Club whether at meetings, on the field of play or elsewhere, in accordance with the Clubs Code of Conduct, to be signed when registering as member of the Club. Should any of the aforementioned persons conduct themselves in such a manner as to bring the Club into disrepute, then the incident will be reported to the Code of Conduct Officer, who will investigate and determine what course of action is to be taken. This may result in the Club bringing disciplinary proceedings against that person.

11) DISCIPLINE

The Disciplinary Committee shall be Chaired by the Chairperson (or in their absence, by the Vice Chairperson) and shall consist of the Secretary and Code of Conduct Officer, Plus two team Managers appointed for the purpose of the Executive Committee, save that the persons who have been involved in presenting a complaint may not be a member of the Disciplinary Committee may determine its own rules of the procedure save that person against whom proceeding are brought against must be informed, in writing, of the nature of the complaint against them and must be given the opportunity to make representations to the Club Committee, either verbally or in writing, before the Club Committee arrives to conclusion.

12) 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, Vice Chairperson, the Club Secretary and the Treasurer. No sum shall be drawn from the Club Account except by Cheque signed by two of the four designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club account. *NB* To facilitate Internet Banking (Primarily to access the account at more convenient times by the Treasurer) permission to vary this requirement of two signatories is granted to a maximum of £150.00 One hundred and fifty pounds. In this instance only, the Treasurers Signature will suffice.

(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 authorize the payment of remuneration and expenses to any member of the Club and to any 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 not less than two and no more than four custodians, one of whom shall be the Treasurer the Custodians, who shall deal with the Club property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.

(f) The Custodians shall be appointed by the Club in a SGM/AGM and shall hold office until death or resignation unless removed by resolution passed at a AGM/SGM.

(g) On their removal or resignation a Custodian shall execute 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 the death of a Custodian, and Club Property vested in them shall vest automatically in the surviving custodians. If there is only one surviving Custodian, a SGM/AGM shall convened as soon as possible to appoint another Custodian.

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

13) **DISSOLUTION**

(a) A resolution to dissolve the Club shall only be proposed at an AGM/SGM 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 Club 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 transferred to the Parent Association who shall determine how the assets be utilized for the benefit of the game. Alternatively, such assets may be disposed of in such other manner as the members of the Club with the consent of the Parent Association shall determine.

These rules may only be varied by resolution of the Club Committee at the AGM or SGM so convened for this purpose.