# 

Constitution for Grove Challengers FC

**Honorary President:** John Newton

**Affiliation to:** Berks & Bucks FA

**Playing Ground:** The Recreation Ground, Cane Lane, Grove, Oxon OX12 0FL

**Colours:** Black and White Stripes, Black Shorts and Black Socks

The name of this organisation is: **GROVE CHALLENGERS FOOTBALL CLUB,**hereafter called “the Club”.

## The Purpose and Objectives of the Club are:

* To provide facilities for, and to promote participation in, football for the young people of Grove and the surrounding areas.
* To be affiliated to the Berks and Bucks Football Association.
* To compete in a friendly manner for fun and exercise.
* To promote fair play, respect and equal opportunities for all players, managers, coaches and the wider club community
* To endeavour to preserve and improve its amenities.
* To endeavour to maintain links with relevant Authorities and Schools which affect the Club.

## Club Membership

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.

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 or expulsion 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.

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

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

## Annual Membership Fee

An annual fee payable by each member shall be determined from time to time by the Club Committee and set at a level that will not pose a significant obstacle to community participation. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.

The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objectives of the Club.

## Resignation and Expulsion

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 his/her resignation. A member whose annual membership fee or further subscription is more than two (2) months in arrears shall be deemed to have resigned.

The Club Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the Club for them to remain a member. An appeal against such a decision may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time.

## Finance

The Club shall be non-profit making. All surplus income or profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties.

## Dissolution

Upon dissolution of the Club any remaining assets shall be given or transferred to another registered Community Amateur Sports Club (CASC), a registered charity or the sport’s governing body for use by them in related community sports.

## Club Committee

The day to day business of the Club shall be conducted through a Club Committee under the overall guidance of the Club Chair. The Club Committee shall comprise members, including the Chair, Vice Chair, Treasurer, Secretary, Fixtures Secretary, Welfare Officer, Managers Rep, Communications Officer and other members elected where the Club Committee feels it is in the best interests of the Club.

All members of the Club Committee shall be elected by Adult Members and Life Vice Presidents at the Annual General Meeting of the Club and may serve a maximum of five consecutive years[[1]](#footnote-1) on the Management Committee in any one position.

## Functions and Responsibilities of the Management Committee

The **PRESIDENT** shall be an Honorary Role and be referred to as “The Honorary President of Grove Challengers Football Club”. The role of the Honorary President will be elected at every AGM and there shall be no time limit with regard of years that the position can be held. The offer of the position shall be one of mutual consent between the Grove Challengers Football Club and the Honorary President. The Honorary President may stand down whenever required at each AGM. The Grove Challengers Committee shall offer the role to any Club Member who has in their opinion been an asset to the Club over a substantial period of time and can represent the organisation in the correct way. The role of Honorary President does not carry any voting rights. It will not require attendance at committee meetings except the annual AGM, unless he/she wishes. The Honorary President shall be kept up-to-date with Committee business via the minutes of the Committee meetings. The Honorary President shall assist the Chair of Grove Challengers at any official functions as requested by the Committee.

The **CHAIR’S** role shall largely be one of co-ordinating and representing all managerial matters and to work in co-operation with other members of the Club Committee. They will ensure that the Club is represented at meetings with Grove Management Committee & Parish Leisure & Rec Meetings.???

The **VICE-CHAIR** shall stand in for other members in their absence and assist the Chair in the running of the club.

The **SECRETARY** shall be responsible for keeping records of the proceedings of the Club. The Secretary shall on all matters of Club business act under the directions of the Club Committee.

The **REGISTRATIONS SECRETARY** shall be responsible for maintaining the Club Membership Register in accordance with Parent County FA Regulations.

The **TREASURER** shall have charge of the funds of the Club and be responsible for all financial matters and   
keeping of records. All monies received on behalf of the Club are to be paid to the Treasurer who will settle all accounts under the authority of the Club Committee. Payments shall be signed by the Treasurer and one other Club Committee member. The Treasurer shall render a full and complete account at each audit or whenever required to do so by resolution of the Club. The Treasurer shall ensure the Club accounts are presented in good order when requested by the Auditors of the Berks and Bucks County FA and shall also provide a full audited account to the Annual General Meeting of the Club.

The **FIXTURE SECRETARY** shall be responsible for the organisation of home matches and the collection of match cards. The Fixture Secretary shall also decide on ground fitness, including in conjunction with Officials appointed by competitions and/or County Football Associations.

The **WELFARE OFFICER** shall represent the views of Parents at Management Committee meetings. The Welfare Officer will also be responsible for the collection of the Child Data Protection forms and implementation of the Child Protection procedures.

The **MANAGERS’ REP** shall be responsible for representing all the Managers and their views at the Committee

Meetings.

The **COMMUNICATION OFFICER** shall be responsible for articles and press coverage to promote Grove Challengers in the best possible way, and will also be responsible for liaising with a third-party in relation to managing the club’s website.

**VOTING -** Each member of the Management Committee shall have one vote, except the Chair who shall have a casting vote only. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting.

**CO–OPTING -** The Management Committee shall have the power to request any Adult Member or President to attend any Management Committee meeting. If a member of the Management Committee resigns then the Management Committee has the power to appoint an Adult Member or President to fill the vacant office until the next Annual General Meeting of the Club.

## Meetings

The Management Committee shall meet every calendar month. A special meeting may be called by the Chair at his own discretion or at the request of any Management Committee member. Four Management Committee members shall constitute a quorum. Absence without good cause from three consecutive meetings may cause a Management Committee member to forfeit their position.

## Annual General Meetings

There shall be an Annual General Meeting of Adult Members and President not later than the end of June each year. Nominations to serve on the Management Committee for the following year shall be submitted in writing to the Secretary seven days prior to the Annual General Meeting. Each written nomination shall contain:

a) nominee b) proposer c) seconder

**The Club Secretary at the instruction of the Management Committee may convene an**

**EXTRAORDINARY GENERAL MEETING of Adult Members and President.**

## Team Managers and Coaches

The Management Committee for each age group of players will appoint TEAM MANAGERS AND COACHES. These persons will be responsible to the Management Committee for training, team selection and the introduction of new players. The Managers’ Rep will represent the views of Team Managers and Coaches at Management Committee Meetings. All managers or one of the coaching team per team must be Level 1 FA qualified. The Club will bear the cost of obtaining this qualification and will retain all certificates for the people who have achieved the qualification.

All managers and coaches over 18 must be DBS checked and have valid Safeguarding and First Aid Training certificates.

## Amendments, Omissions and Interpretation of the Constitution

The Management Committee shall have the power to interpret this Constitution if any ambiguity or difference of interpretation of the subject matter shall arise. The Management Committee shall have the power to deal with any matter not provided for in this Constitution.

## Disciplinary Matters

Any player sent off the field for foul or abusive language or violent conduct may have this matter referred to the Management Committee for disciplinary procedures under the Club's Code of Conduct.

## Age Groups

Players will normally play in their age group but in some circumstances will be allowed to play up to 2 years higher in accordance with league rules. This must be agreed by the management committee.

The maximum registered squad sizes will largely be in line with league rules:

U6s, U7s & U8s: not to exceed 10 members

U9s: not to exceed 12 members

U10s, U11s & U12s: not to exceed 14 members

U13s & U14s: not to exceed 18 members

U15s, U16s and U17s: not to exceed 21 members

Players can play up to 2 years above their age group for development purposes only. The FA’s rules state that if a player is of a particular advanced standard then that player can play above their age group to aid their development. However, players can only move up as long as the format remains the same (e.g. 7 v 7 or 9 v 9). If a player wants to play up but it results in a change in format, the Club’s Secretary must submit a written request to the appropriate County’s FA Chief Executive. Grove Challengers supports player development but before any decision is taken it must be agreed by the current and forthcoming Coach, Welfare Officer and Chair in writing.

## The Constitution

THE CONSTITUTION of the club shall be reviewed annually and open to amendment at the Annual General Meeting or an Extraordinary General Meeting. Notice of proposed amendment must be made in writing to the Chair two weeks prior to the meeting with:

The name of the proposer, the name of the seconder for onward transmission to the Club Secretary

The proposal shall receive a 75% majority of all Adult Members and President attending the Annual General

Meeting or Extraordinary General Meeting, before being implemented.

**This Club will ensure that Players/Managers/Coaches/Club Officials/Parents/Carers Guardians/Spectators agree and adhere and sign up to the Club’s Code of Conduct,   
Child Protection Policy, Anti-Bullying Policy, Equality Policy and any policy the Club feels necessary to implement to safeguard the Club and all of its Members, which are available on the Club’s website.**

**Signature: Name: John Newton Date: 16th June 2021**

1. This may extend in extraordinary circumstances at the discretion of the Club Committee [↑](#footnote-ref-1)