



Constitution

1 - Name

The name of the club shall be known as Poole Town FC Wessex (CIC)

2 - Objectives

To arrange association football matches and social activities for its members.

3 - Status of rules

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

4 - Rules and Regulations

- (a) The club shall have the status of an Affiliated Member Club of The Football Association.
- (b) The club will abide 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 shall be those persons listed in the register of members which shall be maintained by the Club Secretary via the Whole Game System.
- (b) Any person who wishes to be a member must apply to the club. Election to membership shall be at the sole discretion of the Club Committee. Membership shall become effective upon an applicant's name being entered onto the Whole Game System.
- (c) In the event of a member's resignation or expulsion, his or her name shall be removed from the Whole Game System.
- (d) The Football Association and parent County Association shall be given access to the Whole Game System when requested.

6 - Annual Membership Fee

- (a) An annual fee payable by each playing member shall be determined at the AGM by the Club Committee. The subscription shall be deemed to cover all league and cup entry fees, public

liability insurance and personal insurance. Fees will not be repayable in the event of the player transferring to another club.

- (b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objective of the Club.

7 - Registration of players

Once registered, a player will be permitted to register for another team within in the club subject to League rules. Transfers between two teams within the club must be in agreement of the player, parent/guardian and both team managers for it to proceed.

8 - Resignation and Expulsion

- (a) A member whose annual membership fee, training fee or match fee is more than one month in arrears could be excluded from matches until the arrears have been paid. Transfers to other clubs will not be considered until all outstanding payments have been made and all kit has been returned.
- (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 shall be no appeal procedures.
- (c) A member who resigns or is expelled shall not be entitled to any claim whatsoever to any Club Property.

9 - Club Committee

- (a) The Club Committee shall consist of the following Club Officers; Chairperson, Vice Chairperson, Treasurer, Secretary, Minutes Secretary and a Director from Poole Town FC (men's section). The committee shall consist of managers, assistant managers, and parent representatives.
- (b) Each Club Officer and 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. 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 Chairman or in their absence the Vice Chairman or Club Secretary. The quorum for the transaction of business of the Club Committee shall be three.
- (c) Decisions of the Club Committee meetings shall be recorded.
- (d) Any member of the Club Committee may call a meeting of the Club Committee by giving at least seven days' notice to all members of the Club Committee. The Club Committee shall hold not less than two meetings a year.
- (e) Any vacancy that arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Committee.

- (f) Save as provided for in the Rules and Regulations of The 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.

10 - Annual and Special General Meeting

- (a) An annual General Meeting (AGM) shall be held each year to;
- receive a report of the activities of the Club over the previous year
 - receive a report of the Club's finances over the previous year
 - elect the members of the Club Committee
 - consider any other business
- (b) Nominations for election of members as Club Officers or as Members of the Club Committee shall be made in writing by the proposer and seconder, to the club secretary no less than twenty-one days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary no less than twenty-one days before the meeting.
- (c) Nominations for election of members as Club Officers or as Members of the Club Committee shall be made in writing by the proposer and seconder, to the club secretary no less than twenty-one days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary no less than twenty-one days before the meeting.
- (d) Special General Meetings may be called at any time by the Committee and shall be made within twenty-one days of the receipt by the Club Secretary of a requisition in writing signed by no less than three members stating the purpose for which the Meeting is required and the resolutions proposed.
- (e) The Secretary shall send to each member at their last known address written notice of the date of a General Meeting together with resolutions to be proposed at least fourteen days before the meeting.
- (f) The quorum for a Special General Meeting shall be five.
- (g) The chairman or in their absence a member selected by the Club Committee shall take the chair. Each member shall 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 a casting vote.

11 - Club Teams

At the AGM the Club Committee shall appoint each team a manager.

12 - Disciplinary

- (a) The club is held responsible by the Football Association for the behaviour of its members (the players), their parents, supporters and officials, all of whom are required to abide by the club's codes of conduct.

- (b) When required a 'Disciplinary Committee' will be formed, comprising of the Team Manger of which the person being considered is connected, one other team manager and one other officer of the club.
- A player who us under the age of 18 and still in full time education can be suspended from play for up to three matches, if he/she has received up to and more than three bookable offences during a 2 month period.
 - A player who is between the age of 16 and 18 and is no longer in full time education will be liable to pay any fines issued against him/her by the Football Association.
 - A manager, parent/spectator who is cautioned by a referee or any Football Association member can be held liable for the fine at the discretion of the Disciplinary Committee.
 - A player of any age who has been booked unnecessarily, will be asked to make a donation to the costs of the booking involved. The cost of the donation will not exceed the original cost set by the Football Association.
 - The disciplinary committee can ask a player/parent/manager/member to leave the club if the committee feels that they have bought the club into disrepute or the committee feels that they will be detrimental to the team that they are involved with.
- (c) All activities undertaken by the Disciplinary Committee are to be minuted and passed to the Chairman. Where a response to an official body, a club or independent person is necessary this is to be dealt with by the club secretary.

13 - Club Finances

- (a) A bank account shall be opened and maintained in the name of the club. Designated account signatories shall be The Treasurer and the Club Secretary. No sum shall be drawn from the Club Account unless agreed by the two designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited into the Club Account.
- (b) The income and assets of the Club shall be applied only in the furtherance of the objective of the Club.
- (c) The Club Committee shall have the power to authorize payment of re-numeration and expenses to any member of the club and to any other persons for services rendered to the club.
- (d) The Club shall prepare an annual Finance Statement and prepare accounts as shall be published.

14 - Powers of the Committee

The property and/or assets of the Club shall be invested in the General Committee. A resolution to dissolve the club shall only be proposed at a General meeting and shall be carried out by a majority of at least three quarters.

15 - Any other Business

Any matters not governed by the foregoing rules shall be dealt with by the General Committee, the decision of which shall be final and binding. The Chairperson's decision on all proceedings and interpretation of the rules shall be final.