



# EXAMPLES OF CONSTITUTIONS FOR JUNIOR & YOUTH NETBALL CLUBS

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**THE ALL ENGLAND NETBALL  
ASSOCIATION LTD.**

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**NETBALL**

# MISSION STATEMENT

To enable people of all ages and abilities to enjoy Netball through a player centred programme of activities for participation, development and excellence.

## GOALS

To target 60,000 Registered Participants and 3,500 Schools by the year 2003.

England to be No 1 in the World in 2007.

## KEY OBJECTIVES

The principle objectives are to:

**- *increase participation***

Target initiatives to encourage more women, men and young people of all abilities to take part in and enjoy Netball and sustain a lifelong interest in the sport.

**- *offer opportunities***

Invest in the training, support and recognition of volunteers, offering opportunities which will contribute to their personal development

**- *encourage coaching and umpiring***

Ensure a greater investment in the identification and training of coaches and umpires so that more people are encouraged and enabled to enjoy the benefits of qualifications and improved knowledge and skills

**- *develop talent***

Create a clear pathway which supports talented young people and identifies those with the greatest potential to succeed.

**- *improve performance***

Maintain a national performance plan, which will secure a higher level of achievement of excellence

**- *provide quality support***

Operate a well-trained and well-resourced support structure to enable participants to fulfill their potential

**- *maintain financial stability***

Increase the general reserve funds by achieving an annual operating surplus

## EQUITY

"No participant, volunteer, job applicant or employee will receive less favourable treatment on the grounds of gender, marital status, social class, colour, race, ethnic origin, religious belief or disability, or will be disadvantaged by conditions or requirements which are not relevant to performance"

**AENA National Council July 1996**

# Comberton Netball Club Constitution

## 1. Name

The Club shall be called Comberton Netball Club (hereinafter called the Club)

## 2. Affiliation

The Club shall be affiliated to (County Netball) Cambridgeshire of the All England Netball Association Limited

## 3. Aims and Objectives

### 3.1

In completing this clause care should be taken to ensure that it covers not only what the Club does now, but what it may do in the future.

The objectives of the Club shall be to provide for:

Promoting netball  
Coaching opportunities  
competitive opportunities and managing Comberton Village College, Sports Hall.  
The members of the Executive Committee shall have the power to do any other act directly and necessarily connected to the achievement of the objectives, including effecting insurance, the raising of funds to invite and receive contributions, to borrow money, to invest the Club's money to buy, let take in exchange, mortgage, build or sell land, buildings or other property to employ staff and to undertake joint activities.

### 3.2

The aims and objectives of the Club should be consistent with the furthering of equal opportunities for all groups in netball.

## 4. Membership

### 4.1

The Club shall consist of the officers and the members.

### 4.2

Membership of the Club shall be open, and not unreasonably restricted on the grounds of sex, race or of political, religious or other opinions, to any person in the area prepared to accept and support the objectives of the club.

### 4.3

In accepting membership a person agrees to abide in the constitution of the Club and the rulings of the Club Executive Committee.

### 4.4

Members under the age of 16 years shall be considered as junior members.

### 4.5

Junior members shall be given the same playing and voting rights within the Club as held by other members.

### 4.6

Members and Junior members may resign from membership at any time by giving notice to the Chairperson.

## 5. Membership Fees

### 5.1

Membership fees shall be stipulated by the members at General Meeting the Club Executive Committee distinguishing between those members who are in full-time employment, members who are unemployed or in full-time education and junior members.

### 5.2

Annual membership fees fall due by end of October each year and are payable to

Comberton Netball Club, via the Club Treasurer.

5.3  
The Club Executive Committee may decide upon other charges or subscriptions at its discretion.

## **6. Officers**

6.1  
The officers of the Club shall be: Chairperson, Secretary, Treasurer, Fixture Secretary, Membership Secretary, Publicity Officer, Development Officer, Captains, Vice-Captains, Coach.

6.2  
These officers shall hold office for a period of 12 months, being elected annually at the Club Annual General Meeting. All officers shall retire annually but shall be eligible for re-appointment.

6.3  
There will be rotational retrial of officers, who can serve as officers for a period of as many years as they wish without a break.

6.4  
Any casual vacancy occurring may be filled by the Executive Committee.

## **7 Executive Committee**

7.1  
The management of the Club shall be vested in the Executive Committee hereinafter call the Executive Committee.

7.2  
The Executive Committee shall act for the members. Liabilities incurred shall fall upon the membership (provided the Executive Committee act in accordance with the constitution, in honesty and good faith).

7.3  
The Executive Committee shall comprise: Chairperson, Secretary, Treasurer, Captains and Coach.

7.4  
Meetings of the Executive Committee shall be convened by the Secretary and the committee shall meet as often as required but not less than once a year.

7.5  
The quorum for the transaction of business at Executive Committee meetings shall be 5 members. (Note this quorum will differ for General and Executive Committee meetings.)

7.6  
Every decision at a meeting of the executive Committee shall be determined by a majority of the vote of the members present and every voting member having one vote. In the event of an equality of votes the Chair of the meeting shall have a casting vote.

7.7  
The interpretation of the Club constitution shall be vested in the Executive Committee, who shall decide all questions relating to the Club, save those specified in or involving an amendment to the constitution.

7.8  
The Executive Committee shall be responsible for considering any application for membership and shall decide if this application should be accepted. The decision shall be in accordance with a non-discriminatory policy specified in 4.2.

7.9  
The Executive Committee may delegate some or all of its powers and making to a sub-committee. Any sub-committee must act only within the authority

delegated to it by the Executive Committee.

7.10

No member of the Executive Committee shall own or hold any interest in land belonging to the Club unless he or she is doing so as a trustee. A member of the Executive Committee may not have a financial interest in any contract entered into by the Club except where he or she was supplying the goods or services to the Club at or below the fair market price and on normal trade terms.

**8. Finance**

8.1

All monies raised by or on behalf of the Club shall be applied to further the objects of the Club and for no other purpose.

8.2

The Club Treasurer is responsible for the finances of the Club.

8.3

The financial year of the Club ends on 31 May each year.

8.4

Proper accounts shall be kept of all sums of money received and paid out by the club.

8.5

An Audited statement of accounts up to and including this date, shall be presented at the Annual General Meeting of the Club.

8.6

**9. The funds of the Club shall be lodged at a bank or building society in an account in the name of the Club, and all cheques drafts etc. drawn on these accounts shall be signed by any two of the following officers Chairperson, Secretary and**

**Treasurer. Annual General Meeting and Other Meetings**

9.1

The Annual General Meeting (AGM) of the Club shall be held in every year during the month of May when the annual report of the Executive Committee and the audited statement of accounts up to the end of the financial year shall be presented.

9.2

Not less than 21 days notice of the date of the AGM shall be given to all members by the Secretary.

9.3

The AGM shall elect such officers of the Club as it may from time to time determine.

9.4

Nominations for officers shall be received by the Secretary not less than 7 days prior to the AGM. Nominations shall require 2 of signatures. No nominations shall be accepted from the floor of the meeting. Nominations can only be accepted from persons eligible to vote at the AGM.

9.5

The dates of the general meetings and of the Executive Committee meetings shall be determined at the previous meeting. In addition, the Chair may call a meeting when s/he considers it necessary or desirable, or upon the written request of the least 3 members of the Executive Committee.

9.6

All members shall be entitled to vote at general meetings of the Club and shall have equal voting rights.

9.7

The quorum for general meetings shall be 10% of members present and eligible to vote.

9.8

An Extraordinary General Meeting EGM shall be called by an application in writing to the Secretary signed by not less than 10 members. The Executive Committee shall have the power to call an EGM by decision of a simple majority of its members. Comberton Netball Club will hold a meeting within 21 days of receipt of a valid requisition.

## **10. Voting Procedures**

10.1

Each member shall be entitled to one vote.

10.2

A motion shall be carried by a simple majority of those present and voting, except when the motion is a constitutional amendment which shall require a two-thirds majority (see 11)

10.3

The Chair shall have a casting vote in addition to a deliberative vote.

## **11. Property and Staff**

11.1

Responsibility for all property owned or leased by the Club and for the employment of paid staff and volunteers rests with the Executive Committee.

## **12. Discipline and Appeals**

12.1

The Executive Committee shall have the power to take appropriate disciplinary action against any member and shall have the authority to terminate the membership of any member guilty of conduct deemed to be to the detriment of the Club.

12.2

There shall be the right of appeal to the Executive Committee set up in it to action its behalf, against any decision made by an officer of the Club.

12.3

The appeal should normally be considered within 14 days of it being received by the Secretary. (Guidance on disciplinary procedure is available from AENA).

## **13. Dissolution Procedures**

13.1

In the event of the Club ceasing to exist, and following the discharge of all debts and liabilities, and assets at the time of dissolution shall become the property of the AENA. No member shall obtain any asset from the Club.

13.2

The Club may be wound up on a resolution of the members, passed by a two thirds majority at a special meeting convened for that purpose upon the request of 10 of members of the Club. At least 21 Days notice of the meeting shall have been sent to all members of the Club

13.3

In the event of the passing of the resolution to wind up the Club or to amalgamate with another Club the members of the Club shall appoint a representative committee which shall be empowered to distribute the assets, including cash and investments in hand, to Clubs having similar objectives as their own.

## **14. Review of the Constitution**

14.1

This constitution shall be reviewed on a yearly basis.

14.2

Amendments to the constitution shall only be agreed at AGMs or meeting called for that express purpose.

14.3

Additions to, or alterations of the constitution shall be submitted to the Secretary not less than 28 days before the date of the AGM or EGM, or with a request for a special meeting of Club members. No resolution involving an amendment to the constitution may be proposed or amended from the floor of a meeting.

14.4

In the event of a proposal for attending the constitution being submitted, the Secretary shall inform the membership of the proposed motion not less than 21 days before the AGM.

14.5

Any amendments to the proposed motion duly proposed and seconded in like manner shall be submitted in writing to the Secretary not later than 14 days before the said meeting.

14.6

Any alteration to the constitution shall require a two-thirds majority of members present and voting.

14.7

In the event of any question or matter arising, which is not provided in the constitution, such question or matter shall be dealt with by the Executive Committee, whose decision shall be final.

**All executive committee members will receive a copy of this constitution when they are elected or appointed and should understand that they have a legal obligation to ensure that the club complies with it.**