

Ground:
Swingate Lane Playing Fields
Camdale Road
Plumstead
SE18 2DR



Welling United Youth with
Kingsmoor
FA Charter Standard
Development Club



Club Constitution and Rules

1. General:

- 1.1 The name of the club shall be Welling United Youth, with Kingsmoor.
- 1.2 The club shall be affiliated to the London Football Association and/or Kent Football Association.
- 1.3 The club shall be bound by any rules of the association(s).

2. Aims:

- 2.1 The aims of the club are to provide opportunities for U7 to U18 youths to play and practice association football in the best possible environment. To arrange matches and social activities for its members and community participation in the same.

3. Membership:

- 3.1 The members of the Club from time to time shall be those persons listed in the register of members which shall be maintained by the Club Secretary.
- 3.2 Any person who wished 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.
- 3.3 In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- 3.4 The FA and Parent County Association shall be given access to the Membership Register on demand.
- 3.5 An annual fee for each playing 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 playing member. Fees shall not be repayable.
- 3.6 The Club Committee shall have the authority to levy further subscriptions from the playing members as are reasonably necessary to fulfil the objectives of the Club.
- 3.7 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. A committee member who fails to attend meetings for two (2) consecutive times without apology, shall be deemed to have resigned.
- 3.8 The committee shall have the power to expel a member when, in its opinion, it would not be in the best 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.
- 3.9 A member who resigns or is expelled shall not be entitled to claim any, or a share of any, income and assets of the Club/property.

4. Officers/Committee:

- 4.1 The following Officers will be elected annually at an Annual General Meeting (AGM) of Club members. (Members from U7 to U16 shall be represented by their parent or guardians)
They shall form the committee of the club.
Chairperson, Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Trustees (if applicable), Social Secretary, Welfare Officer, Minutes Secretary and 5 x Manager Representatives.
- 4.2 Each committee member shall hold office from the date of the appointment until the next AGM unless otherwise resolved at an EGM (Extraordinary General Meeting). One person may hold more than two committee positions at any one time. The Club Committee shall be responsible for the management of all then affairs of the Club. Decisions of the Club Committee shall be made by a simple majority vote of those attending the Club Committee meeting. The Chairperson of the Committee meetings 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 Assistant Secretary.
- 4.3 A quorum of 3 committee members excluding the Chairman shall be required to transact the business of the club.
- 4.4 The committee shall have the power to co-opt members onto the committee to assist in the running of the club. Any outgoing member of the Club Committee which 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 vote of the remaining members of the Club Committee.
- 4.5 The committee shall have the power to appoint new team managers if the need arises.
- 4.6 Save as for provided for in the Rules and Regulations of the FA, the Parent County Association and any applicable competition, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.
- 4.7 An outgoing member of the Club Committee may be re-elected.
- 4.8 The position of Committee Member shall be vacated if such a person is subject to a decision of The FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.

5. Meetings:

- 5.1 The committee shall meet not less than 6 times in each Football season. Any member of the Club Committee may call a meeting of the Club Committee by giving not less than seven day's notice to all member of the Club Committee.
- 5.2 The AGM shall be held once per year during the months of April or May and contain reports from Chairman, Secretary, Treasurer and Social Secretary. The committee shall produce for members information and comment, the independently audited accounts of the club at the AGM and consider any other business.
- 5.3 Nominations for election of members as Committee members shall be made in writing by the proposer and seconder, both of whom must be existing members of the club, 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 in writing to the Club Secretary not less than 21 days before the meeting.

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- 5.4 The Chairperson, or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority vote. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.
- 5.5 The club will elect at the AGM the Independent auditors for the following year.
- 5.6 The AGM shall have the power to alter the clubs constitution providing two thirds of those members present agree.
- 5.7 The committee shall have the power to call an EGM if required. This 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 purposes for which the Meeting is required and the resolutions proposed. Business at EGM may be business that may be transacted at an AGM.
- 5.8 Each member at AGM/EGM shall have one vote.
- 5.9 Notice of EGM or AGM shall be posted in the Clubhouse and written notification sent to all appointed team managers at least 14 days before the meeting. This shall include any resolutions proposed.
The AGM will set the relevant fees for the coming football season.
- 5.10 Decisions of the Club Committee or AGM shall be entered into the Minute Book of the Club to be maintained by the Minutes Secretary.
- 6. Rules:**
- 6.1 The committee shall be responsible for producing and enforcing the Club rules.
- 6.2 These rules, the Club Rules, stated within this document and those distributed as Code of Conduct, shall form a binding agreement between each member of the Club.
- 6.3 The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Football Association Limited (the FA), County Football Association (Parent County Association) and Competitions in which the Club participates, for the time being in force.
- 6.4 No alteration to the Club Rules shall be effective without written approval by the Parent County Association. The FA and Parents County Association reserve the right to approve any proposed changes to the Club Rules.
- 6.5 The Club will also abide by The FA's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as shall be in place from time to time.
- 7. Club Finances**
- 7.1 A bank account shall be opened and maintained in the name of Welling United Youth – with Kingsmoor. Designated account signatories will be three committee members. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- 7.2 The Club Property shall be applied only in furtherance of the objectives of the Club. The distribution of profits or proceeds arising from the sale of Club property to members is prohibited.
- 7.3 The Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although the Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the Club.
- 7.4 The Club may provide sporting and related social facilities, sporting equipment, coaching and courses, insurance cover, medical treatment, away match expenses, post-match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- 7.5 The Club may also in connection with the sports purposes of the Club: Sell and supply food, drink and related sports clothing and equipment. Employ members (although not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Committee without the person being present. Pay for reasonable hospitality for visiting teams and guests and indemnify the Club Committee and members acting properly in the course of running the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- 7.6 The Club shall keep accounting records for recording the fact and nature of all payments and receipts so as to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the Club. The Club must retain its accounting records for a minimum of six years.
- 7.7 The Club shall prepare an annual Financial Statement, in such a format as shall be available from the FA from time to time. The Financial Statement shall be verified by an independent, appropriately qualified accountant and shall be approved by members at a general meeting. A copy of the financial statement shall, on demand, be forwarded to the FA.
- 7.8 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, who shall deal with the Club Property as directed by decisions of the Club Committee and entry into the Minute Book shall be conclusive evidence of such a decision.
- 7.9 The custodians shall be appointed by the Club at a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- 7.10 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.
- 8. Dissolution**
- 8.1 A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three quarters of the members present.
- 8.2 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.
- 8.3 Any surplus assets remaining after the discharge of debts and liabilities of the Club shall be transferred to another Club, a Competition, the Parent County Association or The FA for use by them for related community sports.
- 9 Club teams**
- 9.1 At its first meeting following each AGM the Club Committee shall appoint a person to be responsible for each of the Club's football teams. The appointed person shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a report of the activities of the team.