



PARKSIDE BADMINTON CLUB - CONSTITUTION



1. NAME

The club will be called Parkside Badminton Club ("the club") and will be affiliated with BADMINTON England.

2. AIMS AND OBJECTIVES

The aims and objectives of the club will be:

- To offer social activities and competitive opportunities in badminton.
- To promote the club within the local community.
- To provide a duty of care and protection to all club members.
- To make sure all club members are treated equally and fairly

3. CLUB MEMBERSHIP

(a) The members of the Club shall be those persons who have paid their annual membership subscription for the current season as established at the AGM/EGM.

(b) Membership of the Club shall be open to anyone interested in badminton regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

(c) Membership approval shall be at the discretion of the Club Committee.

(d) All match players will be registered with Badminton England.

(e) All Members must abide by the Parkside Badminton Club Regulations

(e) An Honorary Member means a member who is deemed by the membership to have made notable contributions to, or promoted the interests of the Club. The Club may elect any member or alumni who they deem to have done great service for the Club to be an Honorary Life Member (HLM) in perpetuity of the Club.

An Honorary Life Member shall pay no dues and shall have all the privileges of membership and shall continue so long as the Management Committee or the HLM decides to cease the honorary membership status.

4. ANNUAL MEMBERSHIP FEE

(a) Membership fees will be reviewed, and set annually by the Management Committee, with the fee being presented to members at the AGM or if necessary at an EGM

(b) Membership fees shall be payable on a successful application for membership and paid annually in September by each member. Fees shall not be repayable.

(C) 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.

5. SESSION & MATCH FEES

(a) Session and Match fees will be determined by the Management Committee,

(b) Fees will be set proportionate to the club's financial position



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6. OFFICERS OF THE CLUB (THE MANAGEMENT COMMITTEE)

The Management Committee of the club will consist of :

- Chairperson (Elected at AGM)
- Secretary (Elected at AGM)
- Treasurer (Elected at AGM)
- Opted-on Committee members (members chosen by the Management Committee to support the work of the club)
- The Committee may ask additional people outside of the committee (non-voting/decision-makers) to support the delivery of club tasks. This would ordinarily include (although not limited to):
 - Match Secretary
 - Session Leads

7. Rules governing the Management Committee of the Club

- Officers will be elected at the Annual General Meeting.
 - All officers will serve for a maximum period of 3 years, and must then retire, but are then eligible for re-appointment.
 - The above-named Officer Posts, plus any Co-opted committee members will have the right to vote at meetings of the Management Committee.
 - The Management Committee will be convened by the Secretary of the club and held no less than 4 *times* per year.
 - The quorum required for business to be agreed upon at Management Committee meetings will be a minimum of 4 elected/appointed committee members
 - The Management Committee will be responsible for adopting new policies, codes of practice and rules that affect the organisation of the club.
 - The Management Committee will have powers to appoint sub-committees and working groups as necessary and appoint advisers to the Management Committee as required to fulfil its business.
 - The Management Committee will be responsible for disciplinary hearings of members who infringe on the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings which will be conducted in accordance with the BADMINTON England Disciplinary Regulations.
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7. CLUB POLICIES

The club adopts the following policies and Codes of Conduct (Appendix 1):

- BADMINTON England Equality Policy.
- BADMINTON England Safeguarding & Protecting Young People policy.
- BADMINTON England Codes of conduct for players, coaches, volunteers, officials and parents.
- Set of rules for children and young people (should Junior sessions be offered)
- Parkside Badminton Club Rules & Procedures Document

8. FINANCE

- All club monies will be banked in an account held in the name of the club.
- The Management Committee will be responsible for the finances of the club which will be managed by the Treasurer.
- The financial year of the club will end on 31st August
- A statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.
- Any cheques drawn against club funds must hold the signatures of the Treasurer plus up to two other officers.

9. ANNUAL GENERAL & OTHER MEETINGS

- Notice of Annual General Meetings will be given by the Club Secretary. No less than 14 clear days' notice to be given to all members. The notice of AGM will be communicated via the club website and direct communication (letter or email) to all voting members.
- The AGM will receive a report from officers of the Management Committee and a statement of the annual accounts.
- Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.
- Elections of officers are to take place at the AGM.
- All members have the right to vote at the AGM.
- The quorum for AGMs will be 6 members.
- The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.
- Members of the Club also have the right to call an Extraordinary General Meeting, which must be called for by at least 50% of the membership and communicated with 21 days notice and the business of the proposed meeting stated

10. SAFEGUARDING YOUNG PEOPLE

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.



11. DISCIPLINARY & APPEALS

- All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- The Management Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing.
- There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal and look for an independent advisor to review the appeal.
- The club will work to best practice in dealing with disciplinary issues as laid down in the BADMINTON England Disciplinary Regulations.

12. DISSOLUTION

- A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- In the event of dissolution, any assets of the club that remain will become the property of BADMINTON England or some other badminton club with similar objectives to those of the club.

13. AMENDMENTS TO THE CONSTITUTION

- The constitution will only be changed through agreement by a majority vote at an AGM or EGM.

14. DECLARATION

Parkside Badminton Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE:

NAME: Ben Murphy

POSITION: Club Chairperson

SIGNED:

DATE:

NAME: Samantha Murray

POSITION: Club Secretary
