



CALLINGTON COLTS FOOTBALL CLUB CONSTITUTION

1. NAME

The Club shall be called Callington Colts Football Club and shall be affiliated to the Cornwall County Football Association.

2. OBJECTIVE

The Club's objective is to provide the opportunity for all young people under the age of 18 (at the beginning of each season) from the Callington area and its environs to participate in training and organised matches of association football and to assist in the development of its members to further their experience into coaching, refereeing and playing.

3. MANAGEMENT COMMITTEE

The Management Committee shall consist of The Chair, Vice Chair, Club Secretary, Treasurer, Girls League Secretary, Child Welfare Officer, Development Officer, Head Coach and Kit Officer making a maximum of nine Officers.

The above Officers shall be elected for a term of one year at the Annual General Meeting

In the event of a vacancy mid-term an officer shall be elected to serve until the next AGM

4. GENERAL COMMITTEE

The General Committee shall consist of the Management Committee and each current Team Manager/Coach, Team Assistant Manager/Coach and Team Administrator. The

General Committee shall require a minimum number of three to form a quorum except where specifically required under Rule 6b below.

The above General Committee shall also include a Media Secretary, Fund-Raising Officer and Minutes Secretary and also one representative of Callington Town Football Club provided a reciprocal arrangement exists, and subject to a majority vote to by the Committee.

5. DUTIES OF THE MANAGEMENT COMMITTEE

- a. The Management Committee shall appoint on an annual basis; Managers, Assistants and Administrators for each team.
- b. The Management Committee shall have the power to dismiss any Manager or Coach who they consider unsuitable subject to the appeals procedure for Club Members as stated in rule 5d below. The Management Committee shall have the power to co-opt Officers in the event of a vacancy; the said Officer or Officers shall serve until the next Annual General Meeting where upon committee ratification rule 3 shall apply.
- c. The Management Committee shall have the power to suspend any Member whose conduct is deemed prejudicial to the running of or good name of the Club. The Member shall be informed of the reason and length of their suspension in writing.
- d. Anyone who has been dismissed or suspended by the Club shall have the right to appeal within one month of the start of the suspension A letter of notification of appeal must be submitted to the Management Committee. In the absence of such a request the Member shall remain suspended for the time indicated within the Committee's original letter. In the event that the Member is under the age of eighteen at the time of the appeal a parent or guardian must be present. In the event of the Member not being given an appeal date within one month of their suspension they shall be reinstated until such time as an appeal can be heard.

6. DUTIES OF THE GENERAL COMMITTEE

- a. The property and/or assets of the Club shall be vested in the General Committee. The General Committee shall have the power to appoint such sub committees as they deem necessary and shall receive reports of such committees at its meetings.
- b. The expulsion of any team from any league for disciplinary reasons shall be the subject of a special meeting of the General Committee. With the agreement of a minimum of eleven members, club membership for said team shall be revoked. Any team shall have the same right of appeal as any individual Member.
- c. The General Committee shall have the power to declare a seat vacant should any team or office not be represented at three consecutive monthly committee

meetings without an explanation deemed to be satisfactory. A letter will be issued to the General Committee Member after the second meeting allowing 14 days for their response.

- d. A minimum of seven Members shall form a quorum.

7. MEMBERSHIP

- a. Registered Players
 - i. Membership shall consist of registered players and their parents or guardians and elected and appointed members of the General Committee
 - ii. The Management Committee may at its discretion accept membership applications from others not covered by 7a(i) above. Such Members shall pay an annual membership fee as determined by the Club at its AGM.
- b. Playing Members must live in Callington Community College catchment area and/or attend the College or the feeder Primary Schools, but subject to Rule 7c below.
- c. A Team may sign up to 20% of the playing squad from players who live outside the catchment area or who do not attend the College or its feeder Primary Schools. Any additional signings, over and above this number, must be approved by The Management Committee.
- d. Players should normally play within their age / peer group. Should they wish to play outside these groups the approval of the Management Committee is required.
- e. Only current Members and Officers may propose / second candidates for office and vote at the Annual General Meeting
- f. Membership subscriptions shall be determined at the Annual General Meeting. Subscriptions for playing Members shall run between 1st July and 30th June. . All current membership charges shall be printed on the application / membership renewal form.
- g. All Members shall comply with the FA Respect Program and the FA Codes of Conduct; copies of which will have been made available when signing the application / membership renewal forms. They are also available on the Club website

8. ANNUAL GENERAL MEETING

- a. The Annual General Meeting shall be held between the end of May and the end of June that year

- b. The Management / General Committee may call an Emergency Annual General Meeting by majority vote. A minimum of fourteen days' notice to Members shall be required.
- c. Members may call an Emergency Annual General Meeting subject to the written request of a minimum of twenty-five Members. Twenty-five Members shall form a quorum. A minimum of fourteen days' notice to Members shall be required.
- d. Agenda items to be discussed at the AGM must be proposed in writing to the Club Secretary at least 7 days before the AGM. The proposer must also be present at the AGM to state the case

9. ANTI-DISCRIMINATION

The Club shall adopt the Policies for Clubs in line with The English Football Association's Policy as attached and any subsequent Policy issued by The English Football Association.

10. EQUAL OPORTUNITIES POLICY for CLUBS

The Club shall adopt the Policies for Clubs in line with The English Football Association's Policy as attached and any subsequent Policy issued by The English Football Association.

11. CLUB COMPLAINTS PROCEDURE

The Club shall adopt the Policies for Clubs in line with The English Football Association's Policy as attached and any subsequent Policy issued by The English Football Association.

12. CHILD WELFARE

The Club has adopted the current FA Safeguarding Children Policy and Procedures and the FA Respect Program Codes of Conduct and any future amendments to these as determined by the FA.

The Management Committee shall appoint a Child Welfare Officer; the appointed Child Welfare Officer shall attend at least one child welfare course per year as directed by The Football Association. The Child Welfare Officer shall hold a valid Child Welfare Certificate as recommended / required by The Football Association.

The Child Welfare Officer must attend all meetings dealing with such matters.

13. FINANCE

The Committee shall cause to be kept proper books of account, which shall be audited annually.

Official receipts for money shall be signed by the Treasurer.

The General Committee shall authorise cheques and payment to be signed by at least two of its Officers.

All fees collected by Managers shall be passed to the Treasurer at the monthly meetings.

14. **INSURANCE**

The Club shall at all times maintain adequate public liability insurance.

A copy of the current policy to be posted on www.callingtoncoltsfc.co.uk. Any registered player is covered by the Club's insurance policy.

15. **DISSOLUTION**

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.

The dissolution shall be effective 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

Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, Cornwall County FA or The FA for use by them for related community sports

D Smith

L Whittaker

Chairman

Secretary

Signed on behalf of Callington Colts Football Club Dated 25th September 2018