

Ambleside Junior FC

CONSTITUTION

Last updated July 2021



Foundation

The Club was founded in 2003 to provide football and related activities for boys and girls from the Nuneaton and Bedworth area.

Headquarters

The Club headquarters are at the Higham Lane Leisure Association, Ambleside Way, Nuneaton, CV11 6AT.

The Club shall be called: AMBLESIDE JUNIOR FOOTBALL CLUB (Herein referred to as AJFC).

Affiliation

The Club is affiliated to the Higham Lane Leisure Association and to the Birmingham County FA.

Constitution

Alterations to the Club constitution can only be made at the Annual General Meeting (AGM) or at a meeting specially convened for that purpose. Proposals for consideration at the AGM must be made in writing, to the Club Secretary, at least fourteen days before the AGM. If required, a special meeting will normally be arranged within seven days of receipt of any proposals. All members of AJFC are bound by the items in the Club constitution. Any member found to wilfully disregard the provisions of the Club constitution may have action taken against them as "Undesirable Conduct".

Club Executive

The Club Executive shall comprise the following named officers of the Club:

- 1) Chairman
- 2) Vice-Chairman
- 3) Secretary
- 4) Treasurer
- 5) Club Welfare Officer
- 6) Disciplinary Officer

In addition, one member of the Ambleside Senior Football Club Committee may be co-opted to the Club Executive as and when required.

The above list of officers will herein be referred to as "The Club Executive".

Election of Officers Bearers

With the sole exception of any future appointment of a President, which is a life appointment, all other office bearers shall be elected annually at the AGM. Nominations for Office Bearers can be made by any member of AJFC through submitting this in writing to the Secretary at least fourteen days prior to the AGM. Any member of AJFC may be eligible to stand for election to the post of an Office Bearer.

The Role of The Club Executive

- 1) To deal with all written complaints and form a disciplinary panel when required
- 2) Form an appeals panel as and when required
- 3) Interview potential new managers and vote on the annual reappointment of existing team

managers (However, if a Club Officer is an existing team manager, or seeking to become one, they must abstain from the vote regarding the position they hold or are applying for.)

4) Form part of The Management Committee that will deal with all other Club business

The Club Executive meetings should be held every two months, and when required to deal with written complaints, disciplinary matters and the appointment of team managers. A quorum for the transaction of business shall be formed by at least half the members of The Club Executive.

Proxy Voting

Proxy voting will not be permitted. If a member is unable to attend then they may send a representative in their place, having given prior notice to the secretary. Comments and views may be expressed by sending them in writing to the Secretary prior to the meeting.

The Management Committee

The composition of the management committee will be based on the strength of AJFC at any one time. The membership will be as follows:

- All of the Club Executive previously listed
- Team managers, or deputies if the team manager is unavailable
- Club co-ordinators appointed by the Club Executive

Management committee meetings will be held throughout the year, usually once every two months..

The day of the month will be established at the start of a twelve month cycle so that everyone has a set of meeting dates that are agreed at the outset.

Powers & Roles of Management Committee:

The management committee will have the following powers and roles:

- Suggest that fundraising or social events be organised, with the proceeds to be devoted to team, Club or social committee funds
- Appoint emergency or other sub-committees as they consider necessary and may delegate any powers to such committees) Officers have the right to co-opt individuals onto the management committee as necessary
- Deal with all other Club business with the exception of complaints or disciplinary matters

One member of the management committee will represent the Club at all meetings of the Higham Lane Leisure Association Committee. Nominations for such representation shall be received annually.

Agenda for Management Committee Meetings

The agenda for these meetings will be as follows:

- 1) Apologies and minutes of the last meeting
- 2) Squad reviews
- 3) Treasurer's report
- 4) Secretary's report
- 5) Club Welfare Officer's report
- 6) Matters arising
- 7) Any other business
- 8) Date and time of next meeting

Voting Procedure

At all elections within an AGM, or at any other meeting where a vote is demanded by any member of the management committee, the following procedure shall apply:

- 1) Club Officers, Co-ordinators and Team Managers (or nominated representative) shall receive one vote each
- 2) Any person qualified under more than one section can only receive one vote (e.g.: a Club Officer, who also manages a team cannot make two votes, but can appoint a team representative to vote on behalf of that team)
- 3) The Chairman shall not normally vote in any election, but should the result be tied, s/he shall make the casting vote
- 4) The result of any election on any matter shall be by simple majority, with or without the casting vote

The Club Executive/Officers of the Club (Roles and Responsibilities)

Chairman

- 1) Chair Management, Committee and Club Executive meetings
- 2) Chair the Disciplinary Panel, if possible
- 3) Chair the Managers and Coaches Panel
- 4) Spokesman for AJFC
- 5) Any other role requested by the Management Committee

Vice Chairman

- 1) Act as Chairman and all the duties of that post in the absence of the Chairman
- 2) Chair the Appeals Panel, if possible
- 3) Any other role requested by The Management Committee

Secretary

- 1) All the administrative business of the Club to include all correspondence associated in any way with any activity with the Club
- 2) The minutes and agenda of any management committee meeting
- 3) All correspondence relating to protests, appeals and disputes, whether internally within the Club or with other outside bodies
- 4) An annual honorarium may be paid to the Secretary, to be reviewed annually at the AGM

Club Welfare Officer (CWO)

- 1) Deal with all Club welfare issues
- 2) All DBS applications and renewals
- 3) Manage all Club officials DBS and course certification database
- 4) Attend appropriate training courses as and when required

Disciplinary Officer

- 1) Provide support and guidance for the Executive Officers
- 2) Deal with complaints, set up mediation meetings
- 3) Ensure all discipline issues are dealt with in accordance to the Club's constitution
- 4) Ensure AJFC follow appropriate League, County FA & FA guidelines

Treasurer

- 1) Manage all the Club's finances
- 2) Produce full income and expenditure accounts annually and ensure that they are independently audited in time for the AGM
- 3) Manage subscription arrears

4) Arrange cheque books, credit and debit cards and online bank access as required for at least two other named officers of the Club (Chairman, Vice Chairman, Secretary or Club Welfare Officer)

Bank Accounts/Cheque Books

Bank accounts will be held with the institution, giving - in the opinion of the management committee - the most advantageous terms of business.

Club officers must approve changes to any account structure.

All Club cheques should be signed by a minimum of one approved signatory up to a maximum value of £250 only. A minimum of two signatories are required for amounts greater than £250.

Approved signatories are to be the Treasurer and at least two other named officers of the Club (Chairman, Vice Chairman, Secretary, Club Welfare Officer).

In addition to the Treasurer, at least two other officers of the club should have direct access to the Club's online bank account.

Subscriptions

The standard level of team subscriptions shall be £25 for a league player or £20 for a non-league player. Any changes should be proposed at the AGM and voted on by members.

Individual players' subscriptions are due monthly, preferably by standing order.

A discounted rate of subscriptions may, at the discretion of the Club Officers, be offered to anyone who has siblings within AJFC (eligible for a 25% discount of the youngest players subs rate)

All team subscriptions shall be paid to the Club account within the calendar month. The Treasurer will then apportion the relevant amounts to both the team and central pots as agreed at the AGM.

It is the team manager's responsibility to inform their parents of their own level of subscriptions and arrears as well as team pot funds and how they intend to use them. Failure to do so could be deemed as "Undesirable Conduct" and the disciplinary procedure outlines below may be followed.

If a team manager requests that any additional monies are paid by their team's parents over and above the standard Club subscription rates, it must first be agreed in writing by the Club Officers and be accounted for in the Club accounts.

Any deviation from this process may be deemed as "Undesirable Conduct".

The Club Officers reserve the right to refuse, cancel or suspend the registration and /or withhold team pot payments of any player who is 3 months or more in arrears with their subscriptions and/or does not have an up to date AJFC registration form on file.

The Club shall be responsible for the annual membership subscription for each player, to the Higham Lane Leisure Association (HLLA). Such membership fees shall be recovered from each player, if necessary, within the monthly subscription payment. Payments made to the HLLA will be based on amounts that have been collected from the AJFC membership.

Club and Team Funds/Annual Accounts

All team funds will be held within the main Club bank account (kept separate by the Treasurer).

Each year, by 30th April latest, a written statement of financial transactions carried out must be made available to and agreed by the Club Treasurer.

Such statements will then be scrutinised by the Treasurer and summarised within the annual Club statement of accounts presented at the AGM.

In the event that any team leaves the Club for whatever reason, no monies will be refunded from funds held within.

Sign off of the annual accounts should take place no later than 30th April of every year.

Annual accounts, duly audited, are to be presented by the Treasurer to the AGM.

Fundraising/Social Events

- 1) Each team shall recognise their responsibility to participate fully in fund raising events for the benefit of the whole Club
- 2) No team shall organise their own events in competition or contradiction of any events organised where the proceeds are directed to the central Club fund
- 3) Whilst it is recognised that any team may wish to promote events using the AJFC name or database of contacts for the benefit of their team funds or purely for social events, full details of any such event must be agreed by the Club Officers in advance of the event being organised

Competition Entry

- 1) One league and that league's cup competition fees will be met from central Club funds
- 2) Should any team wish to enter additional competitions, all entry costs shall be met from their team funds unless the committee feel there is a specific need for a team to enter two leagues e.g. on the basis of numbers of children who are members of that team.
- 3) The Secretary shall make all such league/league cup entries, with entry fees met from central funds. It is then the responsibility of the Team Manager to make payment via the Treasurer for any additional competitions entered
- 4) All teams shall only enter competitions sanctioned by the FA

Team Managers

The terms of appointment of all Team Managers and Coaches will be as follows:

- 1) Appointments will be made annually at the AGM
- 2) If a Manager or Coach resigns during the course of the season then an appointment will be made to cover their position
- 3) New Managers may be interviewed to assess suitability by at least two Club Officers (one of which preferably being the Club Welfare Officer) before an appointment is made
- 4) All Team Managers and Coaches will be DBS checked if working with children/players of AJFC
- 5) All Team Managers and Coaches that have completed their DBS forms and submitted the application should complete the "FA Voluntary Application Form" and submit this to the AJFC Secretary or CWO as an interim measure
- 6) Team Managers are totally responsible for all team activities in line with Club and league rules
- 7) Each Team Manager shall represent the club at league meetings on a rota basis if required

Status of All Officials of AJFC

All Office Bearers, Club Co-ordinators, Team Managers, Team Coaches and helpers (without exception) are required to be DBS checked

In the interim, all are required to complete and submit to the AJFC Secretary or CWO the "FA Volunteer Application Form"

Annual General Meeting (AGM)

The terms and arrangements for the Annual General Meeting will be as follows:

- 1) The Annual General Meeting shall take place in May or June of each year
- 2) Notice of proposed rule changes or operational alterations to be considered at any AGM should be submitted in writing to the Secretary at least fourteen days before the AGM
- 3) Election, by majority, of all officers and the re-nomination of Team Managers and Coaches shall be

conducted annually at the AGM. Any Club Officer or Team Manager wishing to resign from their position shall notify the Secretary in writing, at least fourteen days before the AGM

4) Nominations for any office shall be submitted, in writing, to the Secretary at least fourteen days before the AGM

5) Matters for consideration at the AGM, under the "Any Other Business" section, shall be made, in writing, to the secretary at least fourteen days before the AGM

6) The Secretary should issue the notification for the AGM to all members at least twenty-eight days in advance

7) Documents for the AGM (including the agenda) should be issued to the members at least seven days in advance

8) The following business shall be transacted at every AGM:

i. Minutes of the previous AGM

ii. Election of Office Bearers (Chairman, Vice Chairman, Secretary, Treasurer & Club Welfare Officer)

iii. Treasurer's Report, Presentation of Accounts (Set Subscriptions).

iv . Chairman's Report.

v. Secretary's Report.

vi. Constitutional changes.

vii. Election of Team Managers and Coaches (existing and new teams).

viii. Team reports and arrangements.

ix. Any Other Business (items to be received by Secretary at least fourteen days in advance)

Special Meetings

Upon receipt of a requisition signed by at least two thirds of the members of the Management Committee, the Secretary shall call a Special Meeting. The Club Officers may call a Special Meeting at any time. At least seven days notice of the agenda for such a Special Meeting shall be given to all members of the Management Committee.

Child Protection Policy

The Club believes that:

1) Children's welfare is paramount

2) All children, whatever age, culture, disability, gender, racial origin, religious belief, and or sexual identity have the right to protection from abuse

3) All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately

4) All children have the right to be safe and to be treated with dignity and respect

5) All Coaches (including Managers and Assistants), AFTER consultation with the relevant team manager and at least one of the child's parents or guardians, have the right to decline to play in games or to train any child when they deem they have a valid reason and they feel it is inappropriate to do so

Before such action is taken however, at least one of the child's parents or guardians MUST be made aware that they have the right to make a written complaint in accordance with the Club's Complaints/Appeals Process (as outlined below) if they feel the coaches' action is inappropriate.

6) All Coaches (whether paid or voluntary) have the right to recourse against any allegation made against them

7) It is essential that if children are to be given appropriate protection that all parts of the Club work together to achieve this and that the Club is able to integrate with other agencies such as the Police and Social Services who have a statutory responsibility in this area

AJFC Website & Other Media Use

Anyone wishing to have access to update the AJFC website will need to complete an AJFC Website

Administration Form and agree to adhere to the basic guidelines contained therein.

The Club Officers shall be empowered to take punitive action against any AJFC Official, Player, Parent or Guardian who makes derogatory or disparaging media statements or comments regarding AJFC or other Clubs, any Players and Officials, Referees, Leagues etc. If the case is proved individuals will be found guilty of bringing the Club into disrepute and will be dealt with in line with the Club's Disciplinary Procedure.

In this instance, media shall include Club websites, personal or Club social networking sites (Facebook, Twitter etc.), press, radio, television and club match programmes. .

Disciplinary Procedure

Disciplinary problems should be dealt with in liaison with Club Officers.

The disciplinary process shall be as follows:

- 1) Any Club official, player, parent or guardian found guilty of bringing the Club into disrepute or of any other "Undesirable Conduct" may be expelled from the Club. All decisions of the Club Officers in such matters shall be binding
- 2) Any dispute occurring between any individuals within the Club shall be referred to the arbitration of the Club Officers, whose decision shall be binding on all parties. The Club Officers shall be empowered to refuse, cancel or suspend the registration of any player as a result of proven serious or constant contravention of rules by them, their parent, guardian or other relative
- 3) The Management Committee shall have the power to act on and enforce the rules of the Club, and shall, via the Club Officers, have jurisdiction over all matters affecting the Club

For further details, members should refer to the AJFC "Complaints and Appeals procedure".

Attendance at Meetings

- 1) Any Team Manager, or their appointed representative who fails to attend three consecutive committee meetings without suitable explanation or who is deemed guilty of "Undesirable Conduct" may, after a vote of "No Confidence", have his/her office declared vacant
- 2) Any Club Officer, or their appointed representative, who fails to attend three consecutive meetings without suitable explanation or who is deemed guilty of "Undesirable Conduct" may, after a vote of "No Confidence", have his/her office declared vacant

Complaints and Appeal Process

In the event that any member feels that he or she has suffered discrimination in any way, or that the Club policies, rules or code of conduct have been broken, should follow the procedures below:

- 1) In the first instance they should try to resolve the matter internally with their Team Manager. If the matter still cannot be resolved they should proceed with the Club's internal complaints procedure as laid down in the following paragraphs
- 2) They should report the matter in writing to the Club Secretary or Club Chairman ONLY.
Their report should include:
 - i. Details of what, when, and where the occurrence took place, with all the supporting evidence available
 - ii. Any witness statement and names
 - iii. Names of any others who have been treated in a similar way
 - iv. Details of any former complaints made about the incident, date, when and to who made , with all the supporting evidence available
 - v. A preference for a solution to the incident
- 3) The Club Executive will meet to discuss the written complaint, then form a disciplinary and/or

- an appeals panel to sit for any hearings that are requested
- 4) The Club Officers elected to the disciplinary or any subsequent appeals panel will have the power to:
 - i. Warn as to future conduct
 - ii. Suspend membership
 - iii. Remove membership of any person found to have broken the Club's policies or codes of conduct
 - 5) Any appeal is subject to an administration fee, payable in advance, of £50. If the appeal is upheld the fee shall be returned

Under no circumstances are complainants to involve any outside bodies within any complaint until all the Club's internal complaints and appeals procedures have been exhausted, unless by not doing so the safety of an adult/child could be compromised

If the complainant chooses to ignore this it shall be deemed to be "Undesirable Conduct" and shall be treated as such in accordance with the Club's disciplinary procedures.

Insurance

The Club shall arrange annual insurance to cover players and team officials. The Secretary will make available to all team managers a copy of the relevant insurance policy. The initial cost of such insurance will be met from central Club funds. It is the responsibility of each team manager to make payments from team funds to the Treasurer to reimburse the Club funds if requested.

Annual Presentation Events

- 1) The Club will organise one or more Annual Presentation Evening(s), to which all members shall be invited
- 2) Teams may award one Club trophy to each player. The cost of such trophies will be met from central funds, and must be included in the Club's financial statement. In exceptional circumstances, any shortfall in funds required by any team for the purchase of Club trophies can be met from central Club funds, but only after the matter has been properly discussed at a management committee meeting
- 3) At the discretion of the Management Committee, special awards (Manager's player of the year, players' player of the year, 100 League games award etc.) may be presented to all teams. The method of selection for such special awards shall be the sole responsibility of the relevant Team Manager(s).
- 4) The design of the Club trophy presented to each player shall be determined by a vote taken at a management committee meeting, specially organised for that purpose. However, any trophies awarded by other organisations (league and/or cups) may also be presented at an Annual Presentation Evening.

Club Colours

- 1) All AJFC teams shall play in a home kit of the same colour and design
- 2) The standard club colours shall be predominately green & white, with striped shirts unless otherwise agreed
- 3) The home kit should be worn for matches for as much as is reasonably possible. Teams should not wear their 'unofficial' away kit in consecutive games for a prolonged period of time except for in cases of a kit colour clash, unforeseen circumstances or unless committee approval has been granted before the matches are played.
- 4) It is acceptable for teams to display their sponsors logo on their kit, in accordance with FA rules provided the sponsor is suitable for a junior football team. Questions about the suitability of a sponsor must be settled between the management of the team and the committee before any further action is taken.

- 5) Colours for the official away top shall be predominately gold, unless otherwise agreed. Teams may purchase matching away shorts and/or away socks to go with the away top if they do not wish to wear the home shorts and socks with the away shirt. This will be funded by the team via their team pot or external sources such as sponsorship.
- 6) All teams are encouraged to seek sponsorship in order to maintain the resources of the Club. All team sponsorship or fundraising money must be accounted for and paid into the central Club account as soon as possible via the Treasurer who will then transfer it to the relevant team account.
- 7) Teams may acquire an alternative away kit in a colour and design of their choosing if external funding, such as sponsorship, has been sourced. The kit must be approved by the committee before purchasing with the committee having the right to veto particular colours or designs to help maintain the club identity.

Player Registration

- 1) Except in the close season, Team Managers shall not approach players registered for other clubs without informing the secretary, who will give the FA statutory seven days' notice of approach to the secretary of the other club
 - 2) All approaches to such players shall conform to the requirements of FA rules
 - 3) Team managers shall not make any approach to sign, nor receive any approach from any player registered with another AJFC team without first informing the nominated manager of that other AJFC team
 - 4) Should the manager of the player's current team make any objection to an approach being made, then a meeting shall be held, with both Team Managers and at least two Club Officers present
 - 5) At the request of either Team Manager, the Secretary shall invite the player's parents/guardians to the meeting
 - 6) Following the meeting and after consultation with the Club Officers present, the player's parents/guardians shall decide which team shall register the player; the decision shall be binding upon both teams
 - 7) Team Managers shall not invite any player registered with another AJFC team to join a training session, friendly matches or any other organised trip without first informing and gaining the consent of the manager of that team
 - 8) AJFC Player Registration Forms shall be completed on an annual basis for all AJFC players.
- Unless a completed up to date form is held on file by the Club, team pot payments or kit and equipment purchases may not be made for a currently unsigned player.

Anti-Discrimination Policy

- 1) AJFC is responsible for setting standards and values to apply throughout the Club at every level
- 2) Football belongs to and should be enjoyed by everyone, equally. Our commitment is to confront and eliminate discrimination whether by reason of gender, sexual orientation, race, nationality, ethnic origin, colour, religion or disability
- 3) Equality of opportunity at AJFC means that in all our activities we will not discriminate or in any way treat anyone less favourably, on grounds of gender, sexual orientation, race, nationality, ethnic origin colour, religion, or disability. This includes;
 - a) The selection of candidates volunteers.
 - b) The opportunity to go on courses.
 - c) External coaching and education activities and awards.
 - d) "For development" activities.
 - e) Selection of teams.
 - f) Appointments to honorary positions

- 4) AJFC will not tolerate sexual or racially based harassment or other discriminatory behaviour, whether physical, institutional, financial, psychological or verbal, and will work to ensure that such behaviour is met with appropriate action in whatever context it occurs
- 5) AJFC is committed to the development of the programme of ongoing training and awareness raising events and activities, in order to promote the eradication of discrimination within its own organisation, and within football as a whole

Equal Opportunities Policy

- 1) AJFC is committed to a policy of equal treatment of all members. It is policy that all members at all levels and authority within the club, abide and adhere to this policy and the requirements of the Codes of Practice issued by the Equal Opportunities Commission and Commission for Racial Equality.
- 2) All members are expected to abide by the requirements of the Race Relations Act 1976, Sex Discrimination Act 1986 and the Disability Act 1995.
- 3) Specifically, discrimination is defined as:
 - i) Treating any individual on grounds of gender, colour, marital status, race, nationality or ethnic/national origin, religion, sexual orientation or disability less favourably than others
 - ii) Expecting an individual solely on the grounds stated above to comply with requirements for any reason whatsoever related to their membership, which are different from the requirements for others
 - iii) Imposing on an individual, requirements, which are in effect more onerous on that individual, than they are on others. For example, this would include applying a condition which makes it more difficult for members of a particular race or sex to comply than others not of that race or sex
 - iv) Victimisation of an individual
 - v) Harassment of an individual
 - vi) Any other act or omission of an act, which has as its effects the disadvantaging of a member against another, or others, purely on the above grounds and where such is found to be the case

Thus, throughout all the Club's recruitment, selection, promotion and training processes, as well as disciplinary matters, it is essential that merit, experience, skills and temperament are considered as objectively as possible.

1. AJFC commits itself to the immediate investigation of any claims of discrimination on the above grounds and where such is found to be the case, a requirement that the practice ceases forthwith, restitution of any damages or loss (if necessary) and to the investigation of any member accused of discrimination.
2. Any member found guilty of discrimination will be dealt with in line with clubs disciplinary policy. Since discrimination in its many forms is against the Club's policy, any members offending will be dealt with under the disciplinary procedure which could include the involvement of external agencies.
3. The Club commits itself to the equal treatment of disabled persons whenever possible and will treat such members, in aspects of their recruitment and membership, in exactly the same manner as other members.
4. The difficulties of their disability permitting assistance will be given, wherever possible to ensure that disabled members are helped in gaining access
5. Appropriate training will be made to such members who request it

Membership of Constitutional Panels

This section covers the area of the constitution where there are procedures in place to carry out the regulations of the laws of the Club. A series of panels have been identified to implement the constitution. This section will document the members of such panels.

All panel members will be elected at the Annual General Meeting and will serve for a term of twelve months.

Disciplinary or Complaints Panel

- 1) A minimum of two Club Executive Members to be decided upon at a Club Executive meeting when a written complaint has been received, preferably, but not essentially the Chairman.
- 2) All steps will be taken to ensure that members of the panel do not have a conflict of interest in the matter being considered.

Appeals Panel

- 1) A minimum of two Club Executive Members to be decided upon at a Club Executive meeting when a written appeal has been received, preferably, but not essentially the Vice Chairman.
- 2) All steps will be taken to ensure that members of the panel do not have a conflict of interest in the matter being considered.

Members of the Appeals Panel cannot have been members of the Disciplinary Panel.

Members of the Management Committee may be co-opted onto either panel but ONLY if either panel cannot be made up of Club Officers due to holiday commitments or a potential conflict of interest.

Tenure of Panel Process

All Disciplinary, Complaints and Appeals will be completed within a period of no longer than twenty-eight days.

Managers and Coaches Selection Panel

New Managers and existing Managers seeking annual re-election shall be appointed at a meeting of the Club Executive.

Potential new Managers may be interviewed to assess their suitability by at least two Club Officers before an appointment is made.

When voting on the appointment of a Team Manager if a Club Officer is an existing Manager or applying to become one they must abstain from the vote regarding the position they hold or are applying for.

Teams leaving AJFC

Teams leaving AJFC will hand to the Secretary all outstanding monies, training equipment, Club shirts and any other such equipment that was financed through Club funds.

Everything purchased for the use of AJFC remains the property of AJFC, irrespective of who paid for it, unless written consent confirming the transfer of ownership is given from AJFC, via the Secretary, and this has been approved by the Committee.

If for any reason a team or age group disband, their team balance shall be transferred to AJFC central funds as soon as their intention to leave is known.

If for any reason AJFC disband, after their outstanding liabilities have been met, all monies and equipment will then be transferred to the parent club, Higham Lane Leisure Association.

This Constitution was officially accepted on 12th July 2021