



Ascot United Football Club

www.ascotunited.net



Ascot United Football Club Constitution

1. Name

- a) The Club shall be called Ascot United Football Club (the Club).

2. Objects

- a) The objects of the Club shall include, but not be limited to, the promotion of association football through the provision, improvement and development of facilities for playing football, by arranging association football matches and social activities for its Members and encouraging community participation in the same.

3. Status of The Club Constitution

- a) These rules (the Club Constitution) form a binding agreement between each Member of the Club.

4. Club Rules and Regulations

- a) The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/membership of The Football Association. The Rules and Regulations of The Football Association Limited (FA) and parent County association shall be deemed to be incorporated into the Club Rules.
- b) Amendments to the Club Constitution must be approved by a majority of Members present at the club Annual General Meeting or at an Special General Meeting constituted in accordance with Section 9 and Section 10 of this Constitution.
- c) No alteration to the Club Constitution shall be effective without prior written approval by the parent County Association.
- d) The Club shall also abide by the FA's Child Protection Policies and Procedures, Codes of Conduct, Equal Opportunities and Anti Discrimination policies. The club may supplement these as required by the introduction of club specific policies in these areas insofar as they do not conflict with FA policies.

5. Club Membership

- a) The Members of the Club from time to time shall be those persons listed in the register of Members (the Membership Register) which shall be maintained by the Club Secretary or other person nominated by the Club Committee.
- b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to the Club. Election to Membership shall be at the sole discretion of the Club Committee. Membership shall become effective upon an applicant's name being entered in the Membership Register.



- c) Any person participating in Club activities in a player or non-player capacity or as a club official, teams manger, football coach or other category defined from time to time by the Club Committee must be a Member whose name is listed in the Membership Register.
- d) Membership categories shall include some or all but not be limited to players and non players, boys, girls, men and women.
- e) The “member” in the case of a person under 18 years of age shall be the adult who has signed the Membership Application Form.
- f) Members shall be responsible for reimbursing the Club of all administrative fees, fines and other costs for breach of rules or misconduct levied by any competition, County FA or The FA against the Club in respect of the Member or any other person indicated on the Membership Application Form signed by the Member or any other person who is present as a guest or under the supervision of the Member and the Member shall pay an additional administrative fee to the Club up to the value of the fee, fine or cost incurred.
- g) In the event of a Member’s resignation or expulsion, his or her name shall be removed from the Membership Register.
- h) The FA and parent County Association or an Affiliated Association shall be given access to the Membership Register on demand.

6. Annual Membership Fee

- a) A scale of fees by membership category and payable by each Member shall be determined from time to time by the Club Committee. Any fee shall be payable on a successful application for Membership and annually by each Member.
- b) The Club Committee shall have the authority to levy further subscriptions from the Members as are reasonably necessary to fulfil the objects of the Club.

7. Resignation, Suspension and Expulsion

- a) 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 their resignation. A Member whose annual Membership fee or further subscription is more than 2 months in arrears shall be deemed to have resigned.
- b) The Club Committee shall have the power to suspend a Member from some or all Club activities. The conditions and period of the suspension shall be communicated to the Member in writing or by email.
- c) The Club Committee shall have the power to expel a Member when, in their opinion, it would not be in the interests of the Club for them to remain a Member.
- d) A Member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.



8. Club Committee

- a) The Club Committee shall consist of the Senior Executive comprising Chairperson, Vice-Chairperson, Treasurer, Club Secretary, Head of Men's Football, Head of Youth Football, Head of Junior Football, Head of Women's and Girl's Football and Child Welfare Officer and other officers appointed by the Senior Executive. Each member of the Club Committee shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. One person may hold no more than two positions within the Club Committee at any time.
- b) The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting 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 another member of the Club Committee. The quorum for the transaction of business of the Club Committee shall be three, including at least two members of the Senior Executive.
- c) Decisions of the Club Committee meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary or other nominated person.
- d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
- e) Any vacancy on the Club Committee arising between AGM's may be filled by a Member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.
- f) Save as provided for in the Rules and Regulations of The FA and the parent County Association to which the Club is affiliated, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.
- g) Any member of the Club Committee or any Member acting with the authority of the Club Committee who, in the proper exercise of their club duties, is subject to a claim from a third party shall be entitled to an indemnity from the funds of the club in relation to that claim.
- h) Any member of the Club Committee having failed to attend 3 consecutive and properly constituted meetings of the Club Committee and not giving good cause to the Club Secretary in writing or by email shall be deemed to have resigned from the Club Committee.

9. Annual General Meeting

- a) An Annual General Meeting (AGM) shall be held each year to:
 - i. receive a report of the activities of the Club over the previous year



- ii. receive a report of the Club's finances over the previous year
 - iii. elect the Members of the Senior Executive
 - iv. consider any other business for which due notice having been received in accordance with (d) below
- b) The Club Secretary or other person nominated by the Club Committee shall provide via the club website notice of the date of an Annual General Meeting at least 21 days before the Meeting.
- c) Except for current members of the Senior Executive seeking re-election, nominations for election of members of the Senior Executive shall be made in writing or email by the proposer and seconder, both of whom must be existing Members of the Club, to the Club Secretary at least 14 days before the Annual General Meeting.
- d) Notice of any resolution to be proposed at the Annual General Meeting shall be given in writing or email to the Club Secretary at least 14 days before the Meeting.
- e) The Club Secretary or other person nominated by the Club Committee shall provide via the club website the nominees for election and the resolutions to be proposed at the Annual General Meeting at least 7 days before the Meeting.
- f) In the event of a member of the Senior Executive seeking re-election and there being no nominations received in accordance with (c) above then the Member shall be deemed to be elected. In the event of a member of the Senior Executive not seeking re-election at the AGM and there being no nominations received in accordance with (c) above then nominations shall be accepted during the meeting.
- g) The members of the Senior Executive to elect shall be:
Chairperson
Vice-Chairperson
Treasurer
Club Secretary
Head of Men's Football
Head of Youth Football
Head of Junior Football
Head of Women's and Girl's Football
Child Welfare Officer
- h) The quorum for an Annual General Meeting shall be 6 Members.
- i) The Chairperson, or in their absence a Member selected by the Club Committee, shall take the chair. Each Member present shall have one vote. With the exception of the matters referred to in Section 13 a simple majority vote of those attending the Annual General Meeting is required to pass resolutions. In the event of any equality of votes the Chairperson of the Meeting shall have a casting vote.
- j) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.



10. Special General Meeting

- a) A Special General Meeting (SGM) may be called by the Club Committee by providing via the club website notice of the date of the meeting and stating the purposes for which the Meeting is required and the resolutions proposed at least 7 days before the Meeting.
- b) A Special General Meeting (SGM) shall be called within 21 days of the receipt by the Club Secretary of a requisition received in writing and signed by not less than one tenth of the membership stating the purposes for which the meeting is required and the resolutions proposed. The Club Secretary or other person nominated by the Club Committee shall provide via the club website notice of the date of the Special General Meeting at least 7 days before the Meeting.
- c) The business that may be transacted at an SGM may be any business that may be transacted at an AGM.

11. Club Teams

- a) Age group coordinators, team managers and coaches shall be appointed by the Club Committee before the start of each season.
- b) Appointment (or re-appointment) as an age group coordinator, team manager or team coach is exclusively at the discretion of the Club Committee. Breaches of FA, County Association, competition or Club rules or Club policies by a manager or coach may result in disciplinary action against the individual(s) concerned, which may include dismissal from the post.

12. Club Administration and Finance

- a) The Club Committee shall be entitled to authorise and enter into contracts on behalf of the club. No expenditure, commitment or contract with an aggregate monetary value in excess of £50,000.00 may be authorised by the Club Committee without it being the subject of a resolution passed at an AGM or properly constituted SGM.
- b) The Club Committee shall, where they deem it necessary to further the objects of the club, be entitled to seek funding on behalf of the club insofar as that funding is in the form of donations, grants or similar non-repayable sources.
- c) The Club Committee is not permitted to enter into long-term repayable financing agreements or otherwise commit the club to these agreements without it being the subject of a resolution passed at an AGM or properly constituted SGM.
- d) At least one bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer. No sum over £250 shall be drawn from the Club Account except by authorisation of two of the three designated signatories or by the Club Treasurer authorising an electronic banking transaction. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.



- e) The income and assets of the Club (the Club Property) shall only be applied in furtherance of the objects of the Club.
- f) Other than as described at (a) above and in accordance with (b) above the Club Committee shall have power to authorise the payment of remuneration and expenses to any Member of the Club and to any other person or persons for services rendered to the Club.
- g) The Club Committee shall prepare an annual Financial Statement in such form as shall be published by The FA from time to time.
- h) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four Members, one of whom shall be the Treasurer (the Custodians), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.
- i) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- j) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. On the death of a Custodian, any Club Property vested in him shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, a Special General Meeting shall be convened as soon as possible to appoint another Custodian. The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities properly incurred by them in carrying out their duties.

13. Dissolution

- a) A resolution to dissolve the Club shall only be proposed at an Annual General Meeting or properly constituted Special General Meeting and to be carried shall require the agreement of at least three-quarters of the Members present.
- b) 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.
- c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to the parent County Association who shall utilise these for the benefit of the game.

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