



# InterGills Football Club

Formed 1997

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## Club Constitution

### 1. Objects

The management committee shall undertake all matters regarding the running of the club in the club's best interests. The object of the club shall be to provide facilities, promote the game of Association Football, to arrange matches and social activities for its members and community participation in the same.

### 2. Status of Rules

These rules (the "club rules") form a binding agreement between each member of the club.

### 3. Rules & Regulations

(a) 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 & regulations of The Football Association Limited ("The FA"), The Kent County Football Association ("The KCFA") and competitions in which the club participates, for the time being in force.

(b) 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.

### 4. Club Membership

(a) The members of the club shall be those persons listed in the registry of members (the "Membership Register") which shall be maintained by the club committee.

(b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to a member of the club committee. 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. An appeal against refusal may be made to the club committee. Membership shall become effective upon the applicant's name being entered into the membership register.

(c) In the event of a member's resignation or expulsion, his or her name shall be removed from the membership register.

(d) The FA and KCFA shall be given access to the membership register on demand.

### 5. Annual Membership Fee

(a) An annual membership fee payable by each member shall be determined 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 member. Fees shall not be repayable.

(b) 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.

### 6. Resignation & 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 his/her resignation. A member who does not keep up with payments due from them will have this brought to the committee's attention at monthly meetings and the committee will then vote on whether this member is permitted to continue playing for the club.

(b) The club committee shall have the power to expel a member when in its opinion, it would not be in the interests of the club for them to remain a member. An appeal against such a decision may be made to the club committee.

(c) 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 (the "Club Property").

### 7. Club Committee

(a) The club committee shall consist of the following club officers: Chairperson, Vice Chairperson, Treasurer, Secretary and up to 5 other members elected annually at the Annual General Meeting ("AGM").

(b) Each club officer and club committee member shall hold office from the date of appointment until the next AGM unless otherwise resolved at an Extraordinary General Meeting ("EGM"). One person may not hold more than two positions of club officer at any time. 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 shall have the casting vote in the event of a tie.

(c) Decisions of the club committee of meetings shall be entered into the minute book of the club to be maintained by an elected member of the committee.

(e) An outgoing member of the club committee may be re-elected. Any vacancy on the club committee which arises between AGM's 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.

(f) The position of a club officer shall be vacated if such 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.



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### 8. Annual & Extraordinary General Meetings

- (a) An 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 clubs finances over the previous year;
  - (iii) elect the members of the club committee; and
  - (iv) consider any other business.
- (b) An EGM can be called at any time by the club committee giving at least 14 days notice to all committee members & club officers.

### 9. Club Teams

At it's first meeting following each AGM the club committee shall appoint a club member to be responsible for each of the club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the club committee at it's last meeting prior to an AGM a written report of activities of the team.

### 10. Club Finances

(a) A bank account shall be opened and maintained in the name of the club (the "club account"). Designated account signatories shall be decided by the club committee. No sum shall be drawn from the club account except by cheque signed by two of the signatories. All monies payable to the club shall be received by the committee and deposited into the club account.

(b) The club committee shall have the power to authorise the payment of remuneration and expenses to any member of the club (although a club shall not remunerate a member for playing) and to any other person or persons for services rendered to the club,

(c) The club may provide sporting and related social facilities, sporting equipment, coaching, 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.

(d) The club may also in connection with the sports purposes of the club:

- (i) Sell and supply food, drink and related sports clothing and equipment.
- (ii) employ members (although not for playing) and remunerate them for providing goods & services, on fair terms set by the club committee without the person concerned being present.
- (iii) pay for reasonable hospitality for visiting teams and guests; and
- (iv) indemnify the club committee and members acting properly in the course of the running of the club against any liability incurred in the proper running of the club (but only to the extent of it's assets).

(e) 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 it's accounting records for a minimum of six years.

(f) The club shall prepare an annual financial statement, in such format as shall be available from the FA on request.

### 11. Fines

Players and club officials, members or spectators will pay for their own fines. The club will not pay for any fines of anybody associated with the club.