

**Currently under review**

**Review date February 2021**



# **BARRY ATHLETIC FOOTBALL CLUB CONSTITUTION**

## **1. NAME**

**The Club shall be called Barry Athletic Football Club.**

## **2. AFFILIATION**

**The Club shall be affiliated to the South Wales Football Association.**

## **3. AIMS AND OBJECTIVES**

- 3.1 The objectives of the Club shall be to provide for, promote and further the interests of football, offering coaching and playing opportunities for Senior players and for Boys/Girls who are aged 17 and under.
- 3.2 In addition the Club will organise social events, including presentations, tours, etc, for its members aimed at building a sense of community and longevity to the Club.
- 3.3 The aims and objectives of the Club should be consistent with the furthering of equal opportunities for all groups in that sport.





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#### **4. MEMBERSHIP**

- 4.1 The Club shall consist of the Officers and Members.
- 4.2 Membership of the Club shall be open, and not unreasonably restricted on the grounds of race or of political, religious or other opinions, to any person in the area who is prepared to accept and support the objectives of the Club.
- 4.3 In accepting membership, a person agrees to abide by the constitution of the Club and the rulings of the Club Committee. The Constitution and Rules are available upon request from the Secretary or Chairperson.
- 4.4 Members must be 18 or over, Members 17 and under shall be considered as Junior Members.
- 4.5 Members shall have the right to a vote at meetings. Junior Members shall not have the right to a vote at meetings, but are entitled to elect from amongst themselves two representatives who shall have the right to vote as full members, Parents, Guardians or Carers of Junior Members are eligible for a single vote.

#### **5. MEMBERSHIP FEES**

- 5.1 Membership fees shall be stipulated by the Club Committee.
- 5.2 Annual membership fees fall due on 15th September of each year and are payable to the elected Club Treasurer.
- 5.3 The Club Committee may decide upon other charges or subscriptions at its discretion.

#### **6. OFFICERS**

- 6.1 The Officers of the Club shall be: Chairperson, Vice Chair, Secretary and Treasurer.
- 6.2 These Officers shall hold office for a calendar year, being elected annually at the Club General Meeting (see paragraph 10). All Officers shall retire annually but shall be eligible for re-appointment.
- 6.3 Any casual vacancy occurring may be filled by a member of the Committee.

#### **7. COMMITTEE**

- 7.1 The management of the Club shall be vested in the Committee (herein after called the Committee).
  - 7.2 The Committee shall act for the members. Liabilities incurred shall fall upon the membership (provided they act in accordance with the constitution, in honesty and good faith.)
  - 7.3 The Committee shall comprise: Chairperson, Vice Chair, Secretary, Treasurer, Minute Secretary and Team Managers.
  - 7.4 Meetings of the Committee shall be convened by the Chairperson and the Committee shall meet monthly throughout the football season. Each team manager will provide a report to the minute secretary electronically for the purpose of the minute book.
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- 7.5 Decisions of the Club Committee at meetings shall be entered into the Minute Book of the Club or onto hard paper copy to be maintained by the secretary who, if applicable will also maintain an electronic copy.
  - 7.6 The quorum necessary for the transaction of business at Committee meetings shall be 50% present and eligible to vote.
  - 7.7 Every question at a meeting of the Committee shall be determined by a majority of the vote of the members present and voting, every member having one vote. In the event of an equality of votes the Chair of the meeting shall have a casting vote.
  - 7.8 The interpretation of the Club constitution shall be vested in the Committee, who shall decide all questions relating to the Club, save those specified in, or involving an amendment to the constitution (see para 14).
  - 7.9 The Committee shall be responsible for considering any application for membership and shall decide if this application should be accepted. This decision is in accordance with a non-discriminatory policy specified in para 4.2

## **8. FINANCE**

- 8.1 All money raised by, or on behalf of, the Club shall be applied to further the objectives of the club and for no other purpose.
- 8.2 The Club Treasurer is responsible for the finances of the Club.
- 8.3 The financial year of the Club ends on 31st July.
- 8.4 Proper accounts shall be kept of all sums of money received and paid out by the club.
- 8.5 An audited statement of accounts, up to and including this date, shall be presented at the Annual General Meeting of the Club.
- 8.6 The funds of the Club shall be lodged at a bank or building society in an account in the name of the Club, and all cheques drawn on these accounts shall be signed by the Treasurer and Secretary.

## **9. INSURANCE**

- 9.1 The Club must hold a public liability insurance.
- 9.2 Injury Risks: Important.  
Senior players are advised that members play entirely at their own risk. Players should therefore take steps to insure themselves against injury, both while playing and while travelling to and from matches.

Junior and Mini players are insured via the club policy. This policy is available upon request from team managers.

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## **10. ANNUAL GENERAL MEETING AND OTHER MEETINGS**

- 10.1 The Annual General Meeting (AGM) of the Club shall be held every year as soon as possible after the end of the season, when the annual report of the Committee and the audited statement of the accounts up to the end of the financial year shall be presented.
- 10.2 Not less than thirty days notice of the date of the AGM shall be given to all members by the Secretary.
- 10.3 The AGM shall elect such officers of the Club as it may from time to time determine.
- 10.4 Nominations shall require a second nomination and can only be accepted from persons eligible to vote at the AGM.
- 10.5 The dates of the general meetings and of the Committee meetings shall be determined at the previous meeting. In addition, the Chair may call a meeting when he/she considers it necessary or desirable, or upon the written request of at least three members of the Committee.
- 10.6 All members are entitled to a vote at general meetings of the Club and have equal voting rights.
- 10.7 The quorum for general meetings shall be 25% of members present and eligible to vote.
- 10.8 An Extraordinary General Meeting (EGM) shall be called by an application in writing to the secretary signed by not less than 25% of members. The Committee shall have the power to call an EGM by decision of a simple majority of its members.

## **11. VOTING PROCEDURES**

- 11.1 Each member shall be entitled to one vote.
- 11.2 A motion shall be carried by a simple majority of those present and voting, except when a motion is a constitutional amendment which shall require a two thirds majority (see 14).
- 11.3 The Chair shall have a casting vote in addition to a deliberative vote.

## **12. PROPERTY AND STAFF**

- 12.1 Responsibility for property purchased by club funds for use by the teams remains with the Managers/Coaches.

## **13. DISCIPLINE AND APPEALS**

- 13.1 The Committee shall have the power to take appropriate disciplinary action against any member, and shall have the authority to terminate the membership of any member or parent/guardian/carer representative, guilty of conduct deemed to be to the detriment of the Club.
  - 13.2 There shall be the right of appeal to the Committee, or an Appeal Committee set up by it to act on its behalf, against any decision made by an Officer of the Club.
  - 13.3 The appeal should normally be considered within 14 days of it being received by the Secretary.
  - 13.4 A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club's Property.
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## **14. DISSOLUTION PROCEDURES**

- 14.1 The Club may be wound up on a resolution of the members passed by a two thirds majority, at a special meeting convened for that purpose upon the request of two thirds of the voting members of the Club. At least 30 days notice of the meeting shall have been sent to all members of the Club.
- 14.2 In the event of the passing of the resolution to wind up the Club, the members of the Club shall appoint a representative committee which shall be empowered to distribute the assets, including cash and investments in hand, to Clubs having similar objectives as their own.

## **15. REVIEW OF THE CONSTITUTION**

- 15.1 This Constitution shall be reviewed on an annual basis by the current Committee.
- 15.2 Amendments to the constitution shall only be agreed at AGMs.
- 15.3 Additions to, or alterations of, the constitution shall be submitted to the Secretary not less than 28 days before the date of the AGM, or with request for a Special Meeting of Club members. No resolution involving and amendment to the Constitution may be proposed or amended from the floor of a meeting.
- 15.4 In the event of a proposal for amending the constitution being submitted, the secretary shall inform the membership of the proposed motion not less than 14 days before the AGM.
- 15.5 Any amendments to the proposed motion duly proposed and seconded in like manner shall be submitted in writing to the Secretary not later than seven days before the said meeting.
- 15.6 Any alteration to the constitution shall require a two thirds majority of members present and voting.
- 15.7 In the event of any question or matter arising which is not provided in the constitution, such question or matter shall be dealt with by the Committee, whose decision shall be final.

## **16. CHILD PROTECTION POLICY**

- 16.1 The Club adopt the policy and procedures as set out in the FAW Child Protection Procedures and Practices Policies. This includes the appointment of a Safeguarding Officer who is available to offer advice, guidance and action where required, completion of Personal Disclosure Forms by all personnel involved, and for Child Protection to remain an agenda item each meeting to allow for discussion, advice and learning opportunities. The club will also abide by the FAW's Child Protection Policies and Procedures, Codes of Conduct and the Equality Policy as shall be in place from time to time. These documents are available from the FAW website.

## **17. CODE OF GOOD PRACTICE**

- 17.1 As set out by the FAW in their Development programme, the Club adopt the Code of Conduct for Coaches, Players, Team Officials, Parents/ Spectators together with a Complaints Procedure. These are to be issued with all applications to join the Club to ensure these are followed by all parties. These documents are available from the FAW website.
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## 18. EQUALITY POLICY

- 18.1 The aim of this policy is to ensure that everyone is treated fairly and with respect.
- 18.2 Setting standards and values to apply throughout our football club at every level. Football belongs to, and should be enjoyed by anyone who wants to participate in it.
- 18.3 A commitment to confront and eliminate discrimination whether by reason of gender, sexual orientation, age, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability and to encourage equal opportunities.  
In all our activities we will not discriminate or in any way treat anyone less favourably, on grounds of gender, sexual orientation, age, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability. The club will ensure that it treats people fairly and with respect.
- 18.4 A refusal to tolerate harassment, bullying, abuse or victimisation of an individual, which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination.
- 18.5 Commitment to a policy of awareness and equal treatment of all members which requires members to abide and adhere to these policies and the requirements of the relevant equalities legislation - Race Relations Act 1976, Sex Discrimination Act 1975 and Disability Discrimination Act 1995 as well as any amendments to these acts.
- 18.6 Commitment to the immediate investigation of any claim, when it is brought to its attention, of discrimination on the above grounds and where such is found to be the case, a requirement that the practice stop and sanctions be imposed as appropriate.

Approved by Barry Athletic FC at the Annual General Meeting held on the 26th day of May 2016.

Signed:

A stylized signature in black ink.

Ady Gratton  
Chairman

A signature in black ink that reads 'D. Govier'.

David Govier  
Treasurer

A signature in black ink that reads 'B.W. George'.

Brian George  
Secretary