



NEW STAR (Patchway) JUDO CLUB

Patchway Youth Club, Coniston Road,
Patchway, Bristol

Constitution

1 TITLE

1.1 The Club shall be called New Star Patchway, hereafter to be referred to as "the Club" and shall be affiliated to the British judo Association.

2 OBJECTS

2.1 To foster and promote the sport of Judo at all levels, providing opportunities for recreation and competition.

3 MEMBERSHIP

3.1 Membership of the Club shall be open to any person completing a membership application form and paying the relevant subscription/joining fee as determined by the Annual General Meeting of the Club Members.

3.2 There shall be 2 classes of membership available. These are:

3.2.1 Full Membership

3.2.2 Full Family Membership

3.2.3 The Club retains the right to refuse membership to those who they feel may be a disruptive influence to the harmony of the club.

4 OFFICERS

4.1 The Officers of the Club shall be as follows:

President - Non-Executive Officer - usually an honorary position.

Executive Officers:

Chairperson

Secretary

Treasurer

These Executive Officers are named for BJA purposes; the running of the club is the remit solely by the Parents Forum

5 ELECTION OF OFFICERS

5.1 All Officers shall be elected at the Annual General Meeting of the Club, from, and by, the Members of the Club.

5.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

6 Parents Forum

6.1 The affairs of the Club shall be controlled by a Parents Forum comprising of the Executive Officers of the Club and other Full Members of the Club who elect to assist with the Forum. The Parents Forum shall meet at agreed intervals and not less than four times per year.

6.2 The duties of the General Committee shall be:

6.2.1 To control the affairs of the Club on behalf of the Members

6.2.2 To keep accurate accounts of the finances of the Club through the Treasurer. These should be available for reasonable inspection by Members and should be audited before every Annual General Meeting.

The Club shall maintain a bank current account and the following Officers shall be authorized to sign Club cheques: two from the Chairperson; Treasurer and Secretary.

6.2.3 To co-opt additional members of the Forum as the Forum feels this is necessary. Co-opted members shall not be entitled to a vote on the Forum.

6.2.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

7 GENERAL MEETINGS

7.1 The Annual General Meeting of the Club shall be held not later than the end of May each year. 21 clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member at their home address and posting the notice on the Club notice board. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.

7.2 The business of the Annual General Meeting shall be to:

7.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.

7.2.2 Receive the audited accounts for the year from the Treasurer.

7.2.3 Receive the annual report of the Committee from the Secretary.

7.2.4 Elect an auditor.

7.2.5 Elect the Officers of the Club (i.e. President; Chairperson; Secretary; Treasurer and the other General Forum Members).

7.2.6 Review Club subscriptions rates and agree them for the forthcoming year.

7.2.7 Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda.

NOTE: The agenda could provide for "Any Other Business", but Members should be encouraged to refer other items to the General Committee and give the required notice for important Annual General Meeting business.

7.3 Special General Meetings may be convened by the Parents Forum or on receipt by the Secretary of a request in writing from not less than five Full Members of the Club. At least 21 days notice of the meeting shall be given.

7.4 Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.

7.5 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting.

7.6 Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.

7.7 One Parent/Guardian of each Full Member/Family Membership of the Club shall be entitled to one vote at General Meetings. The name of this Parent/Guardian shall be passed to the Club Secretary no less than 7 days prior to the General Meeting

8 ALTERATIONS TO THE CONSTITUTION

8.1 Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. A Full Member must propose any alteration or amendment of the Club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

9 DISSOLUTION

9.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

9.2 If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall there upon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.

9.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the Full Members of the Club, but shall be given or transferred to some other voluntary organisation having objects similar to those of the Club. The exception to this rule is that the all mats shall be transferred to the Club Founder

10. Disciplinary matters

10.1 Members deemed to have carried out an act that the Parents Forum believes is contrary to the harmony and well being of the club will be invited to attend the next Parents Forum where they will be asked to explain themselves.

10.2 Movement to dismiss a member from the club can only be moved during an Extraordinary General Meeting of the Parents Forum. A decision to do so will be made on a two third majority vote by all present. All members of the club will be given the chance to attend.

11. Child Welfare and Equity

11.1 The club shall appoint a Child Welfare Officer and ensure no hindrances to this position.

11.2 The Club shall abide by the BJA Child Protection policy.

11.3 The Club shall abide by the BJA Equity policy.

12. Finance

12.1 The club shall appoint a Treasurer who shall be responsible for the club accounts.

12.2 The Treasurer will report to the Parents Forum

12.3 Any capital expenditure exceeding £500 can only be agreed during a meeting of the Parents Forum and a vote taken.

12.4 Any Capital expenditure below the cost of £500 can be agreed by three active members of the Parents Forum

Signed:..... **Chair**

Date:.....

Signed:..... **Officer of the Club**

Date:.....