

FORCE BASKETBALL

FORCE BASKETBALL COMMUNITY CLUB

Constitution Document

Last Review 6th December 2019

1. Name and Address

- The club will be called **FORCE Basketball** or **Seahaven Force Community Club**, hereinafter referred to as the '*Club*'.
- The official address of the club shall be: 25 Broomfield Avenue, Telscombe Cliffs, East Sussex, BN10 7AL

2. Aims and objectives

The aims and objectives of the club will be:

- To encourage participation in the sport of basketball
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment
- To promote the club and basketball within the local community
- To access membership of appropriate leagues for the purpose of establishing regular competitive play for the club's representative teams
- To focus on developing the fundamental basketball skills of every member of the club
- To develop the team-working, inter-personal and leadership qualities of every member of the club
- To provide clear pathways for members who wish to progress their participation in basketball through playing, coaching, team management, refereeing or table of-ficiating
- To uphold the rules of basketball

3. Membership

Membership should consist of officers and members of the club. All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted. All members are subject to the regulations of any associated national governing bodies.

4. Membership fees

Membership fees will be set annually and agreed by the Executive/ Management Committee or determined at the Annual General Meeting.

5. Members of The Management Committee

The Management Committee shall consist of the following Officers:

- Chair
- Vice Chair
- Secretary
- Treasurer
- Competition Manager
- Child Protection Officer

Officers will be elected annually at the Annual General Meeting. All officers will retire each year but will be eligible for re-appointment.

Only these posts will have the right to vote at meetings of the Management Committee

The Management Committee may appoint any sub-committees it may deem necessary to deal with the matters of the club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the management committee by a representative elected by that sub-committee.

The Management Committee will be convened by the Secretary of the club and held no less than four times per year.

The quorum required for business to be agreed at Management Committee meetings will be: 3 Senior Officers who are unrelated/non-co-habiting as named above. The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

6. Finance

- All club monies will be banked in an account held in the name of the club.
- The Club Treasurer will be responsible for the finances of the club.
- The financial year of the club will end on: 30 June each year.
- The Treasurer at the Annual General Meeting will present a statement of annual accounts.
- Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other officer.
- All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

7. Annual General Meetings

- The Club Secretary will give notice of the Annual General Meeting (AGM). Not less than 21 clear days notice to be given to all members.
- The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.
- Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.
- Elections of officers are to take place at the AGM.
- All members have the right to vote at the AGM.
- The quorum for AGMs will be 3 unrelated/non-cohabiting Officers.

- The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

8. Conflict of Interests

- All staff, volunteers, and management committee members of the Club will strive to avoid any conflict of interest between the interests of the Club on the one hand, and personal, professional, and business interests on the other. This includes avoiding actual conflicts of interest as well as the perception of conflicts of interest.
- Upon appointment each committee member will make a full, written disclosure of interests, such as relationships, and posts held, that could potentially result in a conflict of interest. This written disclosure will be kept on file and I will be updated as appropriate.
- In the course of meetings or activities, committee members will disclose any interests in a transaction or decision where there may be a conflict between the organisations best interests and the committee members best interests or a conflict between the best interests of two organisations that the committee members is involved with.
- Any such disclosure and the subsequent actions taken will be noted in the minutes.

9. Discipline and appeals

- All complaints regarding the behaviour of members should be submitted in writing (or email) to the Secretary.
- The Management Committee will meet to hear complaints within twenty days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within ten days of the hearing.
- There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within twenty days of the Secretary receiving the appeal.

10. Dissolution

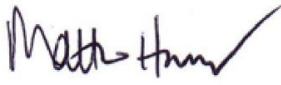
- A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- In the event of dissolution, any assets of the club that remain will become the property of a charitable organisation in East Sussex with similar objectives.

11. Amendments to the constitution

- The constitution will only be changed through agreement by majority vote at an AGM or EGM.

Declaration

Seahaven Force Basketball Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed 

(Chairman) Date: 06-December-2019

Signed 

(Vice Chair) Date: 06-December-2019