



## CLUB CONSTITUTION

### 1. Club name and affiliation

The Club will be called COED DARCY FOOTBALL CLUB.; (hereinafter referred to as Coed Darcy FC or CDFC) and will be affiliated to Football Association of Wales directly or through the West Wales Football Association.

### 2. Aims and Objectives

The aims and objectives of the Club will be to:

- a) Play and promote football.
- b) Offer football coaching and competition opportunities to all (mini/junior/senior/all) members.
- c) Provide a duty of care and protection to all Club members.
- d) Make sure all Club members are treated equitably.

### 3. Finance and Accounts

- a) All Club monies will be banked in an account held in the name of COED DARCY FOOTBALL CLUB.
- b) The accounts will be kept by the Treasurer and audited annually by a registered chartered accountant.
- c) The financial year of the Club will end on 31<sup>st</sup> July every year.
- d) Any cheques drawn against Club funds will be signed by at least two authorised signatories on the committee.
- e) Should CDFC no longer be viable, and the accounts need to be wound up then any residual funds, after all creditors have been satisfied, shall be donated to a Club or Charitable Organisation with similar aims and objectives.

### 4. Running of the Club

The Club will be run by a committee consisting of:

- a) Chairperson
- b) Vice Chairperson
- c) Treasurer
- d) Club Secretary
- e) Club Safeguarding Officer
- f) Each Club Officer and Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at an Extraordinary General Meeting (EGM). One person may not hold any more than two positions of Club officer at any one time. The Club Committee shall be responsible for the management of all the Club affairs. 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 the casting vote in the event of a tie. Meetings of the club committee shall be chaired by the Chairperson or in their absence, the appointed Vice Chairperson. The quorum for the transaction of business of the club committee shall be three.
- g) Decisions of the Club Committee and all meetings shall be documented, which will be maintained by the appointed Club Secretary.
- h) Any Member of the Club Committee may call a meeting of the Club Committee by giving no less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold no less than 4 meetings per year.



## 5. Membership

Membership shall consist of:

- a) (disabled and non-disabled) adult members
- b) (disabled and non-disabled) junior members
- c) COED DARCY F.C. JUNIORS and COED DARCY F.C. GIRLS are both subsidiaries of COED DARCY F.C. and as such has adopted and agreed to abide by all the Club's policies and procedures.
- d) The members of the Club from time to time shall be those persons listed in the register of members which shall be maintained by the Club Secretary.
- e) All members will be subject to the constitution and codes of conduct adopted by the Club.
- f) Fees will be set and reviewed annually by the committee and approved at the annual AGM.
- g) In the event of a member's resignation or expulsion, his or her name shall be removed from the membership register.

## 6. Sports Equity

- a) Sports equity is about fairness in sport, equality of access, recognising inequalities and taking appropriate steps to address them and ensure CDFC and the game is accessible to all.
- b) CDFC respects every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- c) CDFC is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- d) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- e) The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

## 7. AGM (Annual General Meeting) & EGM (Extraordinary General Meeting)

The Annual General Meeting will be held in JULY, and at least 21 days (twenty-one) notice will be given to members.

The Agenda will include:

- a) A season report from the committee.
- b) Treasurer's report and the year's accounts to date.
- c) Resignation of the current committee.
- d) Election of the committee for the coming year.
- e) Election of other relevant positions to the role and purpose of the Club.
- f) All members have the right to vote at the AGM.

Members have the right to call for an Extraordinary General Meeting (EGM). It shall be held at the request of at least 25% of members. Notice for an EGM will be the same as for an AGM.



## 8. Discipline and Appeals

Disciplinary matters, applying to all members of CDFC will be dealt with by the Committee. All members of CDFC agree to fully comply with the Code of Conduct. Disciplinary action against Club members may be taken for offences of misconduct or breach of the club rules. However, it is recognised and accepted that every member:

- a) Has the right to expect fair and consistent treatment.
- b) Has the right to adequate notice from CDFC.
- c) Has the right to appeal against the judgement or the Management Committee's decision in all disciplinary matters.
- d) Has the right to representation at a hearing.
- e) No member will be expelled for the first breach of the Club's rules except in cases of "gross misconduct". However, all disciplinary actions taken by CDFC will be duly recorded and placed on file for reference at a future date.

## 9. Dissolution

- a) A resolution to dissolve the Club shall only be proposed at an AGM or EGM and shall be carried by the majority 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 donated to a Club or Charitable Organisation with similar aims and objectives.

## 10. Constitution Changes

Any changes to the club constitution should be made in writing and can only be changed by majority vote at an AGM or EGM.

Signed on behalf of Coed Darcy F.C.  
By Club Chairperson

Carl Ward