



Bideford Blues & Appledore Junior FC Constitution

To be updated once club changes its legal status to become a Limited Company

1] Name

The Club shall be called: "Bideford Blues & Appledore Junior FC"

2] Objectives

The objectives of Bideford Blues & Appledore Junior FC 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.

3] Status of Rules

These rules ("Bideford Blues & Appledore Junior FC Club Rules") form a binding agreement between each member of the Club.

4] Rules and Regulations

(a) The members of Bideford Blues & Appledore Junior FC 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 Bideford Blues & Appledore Junior FC are carried out in accordance with the Rules and Regulations of The Football Association Limited ("The FA"), Devon County Football Association to which Bideford Blues & Appledore Junior FC is affiliated ("Devon County Association") and Competitions in which Bideford Blues & Appledore Junior FC participates, for the time being in force.

(b) No alteration to Bideford Blues & Appledore Junior FC Rules shall be effective without prior written approval by the Devon County Association. The FA and the Devon County Football Association reserve the right to approve any proposed changes to Bideford Blues & Appledore Junior FC Rules.

(c) Bideford Blues & Appledore Junior FC will also abide by The FA's Child Protection Policies and Procedures, Codes of Conduct and the Equality Policy as shall be in place from time to time.

5] Club Membership

(a) The members of Bideford Blues & Appledore Junior FC shall be those persons listed in the register of members ("Membership Register") which shall be maintained by the Club Membership Secretary.

(b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to Bideford Blues & Appledore Junior FC. Election to membership shall be at the discretion of the Clubs Committee and granted in accordance with the anti-discrimination and equality policies which are in place from time to time.

An appeal against refusal may be made to the Clubs Committee in accordance with the Complaints Procedure in force from time to time. Membership shall become effective upon an

applicant's name being entered in 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 Devon County Football Association shall be given access to the Membership Register on demand.

6] Annual Membership Fee

(a) An annual fee payable by each member shall be determined from time to time 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) Bideford Blues & Appledore Junior FC Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objectives of the Club.

7] Resignation and Expulsion

(a) A member shall cease to be a member of Bideford Blues & Appledore Junior FC if, and from the date on which, he/she gives notice to the Club Committee of his/her resignation.

A member whose annual membership fee or further subscription is more than three (3) months in arrears shall be deemed to have resigned.

(b) Bideford Blues & Appledore Junior FC 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 in accordance with the Complaints Procedure in force from time to time.

(c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the income and assets of the Club (the "Club Property").

8] Club Committee

(a) Bideford Blues & Appledore Junior FC Committee shall consist of the following Club Officers: Chairperson, Vice Chairperson, Treasurer, Club Secretary, Membership Secretary, Child Welfare Officer and up to five other members, elected at an Annual General Meeting.

(b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting ("AGM") unless otherwise resolved at an Extraordinary General Meeting ("EGM").

One person may hold no more than two positions of Club Officer at any time.

Bideford Blues & Appledore Junior FC 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 meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairperson or in their absence the Vice Chairperson. The quorum for the transaction of business of Bideford Blues & Appledore Junior FC Committee shall be three.

(c) Decisions of Bideford Blues & Appledore Junior FC Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

(d) Any member of Bideford Blues & Appledore Junior FC Committee may call a meeting of the Club Committee by giving not less than seven days' notice to all members of the Club Committee. Bideford Blues & Appledore Junior FC Committee shall hold not less than four meetings a year.

(e) An outgoing member of Bideford Blues & Appledore Junior FC Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings 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 of the remaining Club Committee members.

(f) Save as provided for in the Rules and Regulations of The FA, the Devon County Football Association and any applicable Competition, Bideford Blues & Appledore Junior FC Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

(g) 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.

9] Annual and Extraordinary General Meetings

(a) An AGM shall be held in each year to:

- (i) receive a report of the activities of Bideford Blues & Appledore Junior FC over the previous year
- (ii) receive a report of Bideford Blues & Appledore Junior FC finances over the previous year
- (iii) elect the members of Bideford Blues & Appledore Junior FC Committee
- (iv) consider any other business.

(b) Nominations for election of members as Club Officers or as members of Bideford Blues & Appledore Junior FC Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the meeting.

(c) An EGM may be called at any time by Bideford Blues & Appledore Junior FC Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing, signed by not less than five members stating the purposes for which the Meeting is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

(d) The Club Secretary shall send to each member at their last known address written notice of the date of a General Meeting (whether an AGM or an EGM) together with the resolutions to be proposed at least 14 days before the meeting.

(e) The quorum for a General Meeting shall be:

(f) The Chairperson, or in their absence the Vice Chairperson, shall take the chair.

Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.

(g) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

10] Club Teams

At its first meeting following each AGM Bideford Blues & Appledore Junior FC 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 Bideford Blues & Appledore Junior FC Committee at its last meeting prior to an AGM a written report of the activities of the team.

11] Club Finances

(a) A bank account shall be opened and maintained in the name of Bideford Blues & Appledore Junior FC ("Club Account").

Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer.

No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories.

All monies payable to Bideford Blues & Appledore Junior FC shall be received by the Treasurer and deposited in the Club Account.

(b) Bideford Blues & Appledore Junior FC Property shall be applied only in furtherance of the objectives of the Club.

The distribution of profits or proceeds arising from the sale of Club Property to members is prohibited.

(c) Bideford Blues & Appledore Junior FC 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.

(d) Bideford Blues & Appledore Junior FC 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.

(e) Bideford Blues & Appledore Junior FC 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 and 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

(iv) indemnify Bideford Blues & Appledore Junior FC 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 its assets).

(f) Bideford Blues & Appledore Junior FC 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.

Bideford Blues & Appledore Junior FC must retain its accounting records for a minimum of six years.

(g) Bideford Blues & Appledore Junior FC shall prepare an annual "Financial Statement", in such format as shall be available from The FA from time to time. The Financial Statement shall be verified by an independent, appropriately qualified accountant and shall be approved by members at the Annual General Meeting.

A copy of any Financial Statement shall, on demand, be forwarded to The FA.

(h) Bideford Blues & Appledore Junior FC Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer ("the Custodians"), who

shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.

(i) The Custodians shall be appointed by Bideford Blues & Appledore Junior FC in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.

(j) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. Bideford Blues & Appledore Junior FC shall, on request, make a copy of any Conveyance available to The FA.

On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians.

If there is only one surviving Custodian, an EGM shall be convened as soon as possible to appoint another Custodian.

(k) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

12] Dissolution

(a) A resolution to dissolve Bideford Blues & Appledore Junior FC shall only be proposed at a General Meeting and shall be carried by a 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 Bideford Blues & Appledore Junior FC 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 Bideford Blues & Appledore Junior FC shall be transferred to another Club, a Competition, the Devon County Football Association or The FA for use by them for related community sports.

13] Borrowing

The Custodians shall be entitled to borrow money or procure overdraft facilities or apply for and enter into grants with appropriate authorities bodies or lending institutions to further the objects of the Club

14] Charging

The Custodians shall be entitled to charge any assets of the Club to secure any borrowing or grant money obtained and referred to in paragraph 13 above

The notes below, on club ethos, were added at the 2015 AGM

Bideford Blues and Appledore Youth Football Club ETHOS

Blues is a large club with up to 18 different teams plus a girls squad playing in two different age groups. After recent discussions the committee would like to offer some binding rules for the whole club. These rules will help unify the club and improve our identity. They will take effect from the start of season 15/16.

Please remember our club's mission is to provide football for all, its not just about the winning!

- You can only play for Blues.

Justification: Playing for more than one club does not unify us. You are Blues or you are not!

- Blues squads numbers must be a team plus 3 subs before they can enter in a league. You are only coached in one squad. The group you train with is the group you play for.

Justification: Opportunities for all members remain equal. If a child is gifted and talented there are many outlets for extra coaching and playing locally. The club is not an academy. Extra places are also made available to paying members.

- Coaches can not turn players away if there is space to coach new members. Suggested maximum occupancy for 1 coach and 1 helper is 20 children. You can not say no to any new members due to ability alone.

Justification: Equal opportunities for all paying members.

- When there is more than one team in an age group, coaches must agree how any split occurs, eg on ability or an even spread. If the coaches can not agree the committee will decide.

Justification: Still offers flexibility but also caters for consideration of other factors eg friendship groups.

- Movement between teams, in and across age groups, must be agreed with both coaches and the appropriate transfer completed. Any unauthorised movement must be passed to the committee. Please also remember you can not play in more than one team, but you may play up an age group if the league rules permit it. (*League rules amended for 2019-20 season to allow for dual registration*)

Justification: To improve the unity of the club, prevent illegal approaches