



SALISBURY FENCING CLUB CONSTITUTION

1. Name

The club will be called Salisbury Fencing Club and will be affiliated to British Fencing.

2. Aims and Objectives

The purposes of the Club are to provide facilities for, and to promote participation in, the amateur sport of Fencing in Salisbury and Wiltshire which will include

- (a) *Offer coaching and competitive opportunities*
- (b) *Promote the club within the local community*
- (c) *Ensure a duty of care to all members of the club*
- (d) *Provide all its services in a way that is fair to everyone*
- (e) *Ensure that all present and future members receive fair and equal treatment.*

3. Membership

Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

4. Officers of the Club

The officers of the club will be:

- (a) *Chair*
- (b) *Secretary*
- (c) *Treasurer*
- (d) *IT Officer*
- (e) *Publicity Officer/ Fixtures Secretary*
- (f) *Welfare Officer*
- (g) *Any other relevant position*

Officers will be elected annually at the annual general meeting (AGM). All officers will retire each year but will be eligible for reappointment.

5. Committee

The club will be managed through the Management Committee consisting of: Chairman, Secretary, Treasurer, IT Officer, Welfare Officer, Publicity Officer/ Fixtures Secretary. Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and hold no less than one meeting per year.

The quorum required for business to be agreed at Management Committee meetings will be: three Committee Members.

The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

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's Treasurer will be responsible for the finances of the club.

The financial year of the club will end on 31st July.

An audited statement of annual accounts will be presented by the treasurer at the AGM.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus another 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

Notice of the AGM will be given by the club's Secretary. Not less than 21 clear days' notice is 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 committee members.

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. Discipline and Appeals

All complaints regarding the behaviour of members should be submitted in writing to the secretary.

The Management Committee will meet to hear complaints within 21 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 14 days of hearing. There will be the right to appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the secretary receiving the appeal.

9. Dissolution

A resolution to dissolve the club can only be passed at an AGM or extraordinary general meeting (EGM) through a majority vote of the membership. In the event of dissolution, any assets of the club that remain will not be distributed or otherwise shared between the members of the club but will be transferred to British Fencing, a registered charity or some other club with similar objectives to those of the club for use by them in related community sports.

10. Amendments to the Constitution

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

11. Declaration

Salisbury Fencing Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:..... **Date:**.....

Name:.....

Position: Club Chairperson

Signed:..... **Date:**.....

Name:.....

Position: Club Secretary

Signed:..... **Date:**.....

Name:.....

Position: Committee Member