1. **NAME**

# The name of the Club will be the ‘CD Phoenix Sussex Netball Club’.

1. **AIMS AND OBJECTIVES**

a) To provide netball training and competitive opportunities for players aged 8-Adult in East Grinstead and the surrounding area.

b) To promote the club within the local community and netball

c) To ensure a duty of care to all members of the club

d) To provide all its services in a way that is fair to everyone

e) To ensure that all present and future members receive fair and equal treatment*. (See Appendix (A))*

1. **AFFILIATION**

The Club shall be affiliated to The All England Netball Association (AENA), through the Sussex County Netball Association and observe its code of conduct.

1. **MEMBERSHIP**
2. Membership of the Club will be open to girls aged 8 years and above. Boys will be allowed to participate up to school year 6 (primary age). Definition of Members – players, parents/guardians (U16’s) spectators, coaches, volunteers and club officials.
3. All Playing Club members will be required to pay club membership, EN Affiliation, training, league and competition fees that the Club specifies. Social playing members will be required to pay club membership, EN Affiliation, league and competition fees as specified.
4. Applications for membership will be in the manner prescribed by the Management Committee. The Officers of the Club are empowered to refuse membership if they consider that granting such membership would be detrimental to the well-being of the Club.
5. No individual shall be excluded from membership of the Club or de-barred from being an Official on the Management Committee on the grounds of race, colour, religion, sexual orientation or political affiliation. Disabled players will be included wherever practically possible taking into account both the interests of the club’s general membership and those of the disabled individual(s) concerned. Possibilities for running a junior disability netball session under the auspices of the club will be considered if sufficient demand and potential leaders in the catchment area can be identified.

*See Appendix (A*) for the full Club Equity Statement.

1. Members (players, parents/guardians (U16’s), spectators, coaches and volunteers and club officials) must accept and conform to the Rules and Regulations set by the Club or the All England Netball Association to which it is affiliated.
2. The Club will fully adopt the England Netball Safeguarding Policy, as the club’s policy on safeguarding.

#### MEMBERSHIP FEES

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

Fees will be paid: annually (one cheque for the full amount or three equal amounts; as one current cheque plus two post dated cheques) as agreed on an individual basis. All membership and league fees should be paid up by the 10th September i.e at the first training session of the new season.

Special circumstances may be considered by the management committee especially in cases of reported hardship.

A terms notice or a terms fees should be paid if a player wishes to leave the club at any point.

1. **MANAGEMENT**
2. The Club will be administered by a Management Committee made up of officials elected annually by parents of Club members aged under 16 and club members aged 16 and over at the Annual General Meeting to be held not later than 31st December each year.
3. The Management Committee will have full and binding powers to execute the day to day running of the Club and to determine the policy of the Club.
4. The Officers of the Club will consist of the Chairman or two Co-Chairmen, Secretary and Treasurer to be decided by annual election at the AGM. Where reference is made to Chairman in this constitution this will be deemed to mean Chairman or Co-Chairman acting as Chairman.
5. The property and assets of the Club shall be vested in the Management Committee to further the aims and objectives of the Club.
6. The quorum for any meeting of the Management Committee will be three members including one of the Officers. In the absence of the Chairman, the Secretary will take Chair for the meeting.
7. Decisions of the Management Committee will be made by a simple majority and in the case of a tied vote the Chairman of the meeting will have a casting vote.
8. Every Member of the Management Committee is hereby indemnified by the Club from all losses and expenses incurred in or about the discharge of his or her duties except such as may arise from his own wilful act or default. No Member of the Management Committee shall receive any payment by virtue of holding that position.
9. **FINANCE**
10. The Management Committee will cause proper accounts to be kept of the financial affairs of the Club. Independently audited accounts for the previous financial year (year ending 31st May) will be presented to the Annual General Meeting.
11. The Management Committee will recommend to the AGM membership and training fees, league fees plus fees for other events (e.g. tournaments) which may be held from time-to-time.
12. Any profits that are made and are not re-invested into the club will not be distributed to members or shareholders.
13. In the event of the Club ceasing to exist any surplus funds and assets left over after liabilities have been settled will be transferred to Sussex Sports Partnership for investment in other junior netball developments.
14. Cheques on the Club’s bank account shall be signed by any two of the Officers (whom shall be unrelated) on the club committee.

Signatories will consist of Chairman or one of the Co-Chairmen, Secretary or Treasurer and if deemed necessary one other management member nominated by the committee.

1. The Treasurer’s Report will be presented at each meeting. An Officer of the Club shall present the report in the Treasurer’s absence.
2. **AGM**
3. The AGM will be held in June when the Annual Report of the Management Committee and the Annual statement of accounts shall be read.
4. 30 days preliminary notice of the date of the AGM, inviting nominations, specifying the date, place and time, together with the agenda including any proposed amendments to the constitution, shall be given to the members by the secretary.
5. Nominations for individual Management members must be received by the Secretary at least 21 days before the date of the AGM.
6. The quorum necessary for the transaction of business at the AGM shall be a minimum of 8 members who are eligible to vote.

Members are those who have paid their membership fees. Parents are only able to vote when electing the Management committee.

1. Where a vacancy exists a position on the Management committee due to no nominations being received in accordance with c) above then nominations for that vacancy can be taken from the floor on the day of the AGM. They must, however, be properly nominated and seconded. The nominees must of course accept the nomination.
2. Nominations can only be accepted from persons eligible to vote at the AGM. The Members of the Club.

#### DISCIPLINE AND APPEALS

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

The Management Committee will meet to hear complaints within 10 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 10 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 10 days of the Welfare Officer receiving the appeal.

#### AMENDMENTS TO THE CONSTITUTION

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

#### DECLARATION

CD Phoenix Netball Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: Date:

Name: Position:

Signed: Date:

Name: Position:

Appendix (A): Club Equity Statement