



## **EXETER BADMINTON CLUB**

### **Constitution**

#### **1 NAME**

- 1.1 The Club shall be called Exeter Badminton Club.

#### **2 AIM**

- 2.1 The aim of the Club shall be to provide an opportunity for members to play badminton both at a practice level and league level.

#### **3 OFFICERS**

- 3.1 The Officers of the Club shall consist of the Chair, the Secretary and the Treasurer.

#### **4 MANAGEMENT OF THE CLUB**

- 4.1 The entire management of the Club (except as otherwise provided by this Constitution) shall be deputed to a Committee consisting of the Officers and a minimum four other full members of the Club.
- 4.2 The selection of teams for all matches shall be deputed to a Selection Committee consisting of five full members of the Club. The Selection Committee must contain at least two men and two women. When a Selector's own position comes under consideration, that Selector is required to leave the room until the remaining four selectors have arrived at a majority decision. In the event of a tie, the final decision will be made by the Chair of the Club.
- 4.3 The Committee shall meet at least once every three months during the Winter Season and at least once during the Summer Season to arrange the affairs of the Club and to examine its accounts. The Secretary shall notify every committee member of each meeting. The Secretary shall take the minutes of all proceedings of the Committee, and these minutes shall be open to the inspection of any member of the Club upon application to the Secretary. All committee members present shall have one vote upon every motion, and in case of equality of votes the Chair shall have an additional or casting vote. At any meeting of the Committee five shall form a quorum.
- 4.4 In the event of a vacancy on the Committee, the Committee shall have the power to appoint any full member of the Club to fill the vacancy, but the proceedings of the Committee shall not be invalidated in consequence of there being less than the prescribed number of members, provided a quorum is achieved.
- 4.5 At the Annual General Meeting, members of the Committee and Selection Committee shall retire, but each shall be eligible for re-election. Nominations for the election of Officers and members shall be made in writing and

delivered to the Secretary at least fourteen days prior to the Annual General Meeting and shall be signed by the proposer and one other full member.

## **5 BANKING AND ACCOUNTS**

- 5.1 The Club shall maintain a bank account under the name of 'Exeter Badminton Club' at a reputable building society. Every cheque drawn on the Club Bank Account shall be signed by the Treasurer and either the Chair or the Secretary.
- 5.2 The accounts of the Club shall be made up to 15<sup>th</sup> April in each year and shall be subject to an annual audit by the appointed Auditor for the Club.

## **6 SEASONS**

- 6.1 The Club year shall run from 1<sup>st</sup> September to 31<sup>st</sup> August and shall be divided into two seasons defined as follows: (a) the Winter Season shall run between 1<sup>st</sup> September and 15<sup>th</sup> April, (b) the Summer Season shall run between 16<sup>th</sup> April and 31<sup>st</sup> August.

## **7 SUBSCRIPTIONS**

- 7.1 The subscriptions for the Winter Season shall be an amount levied by the Committee and reviewed annually. Persons joining after the start of the Winter Season shall be charged a proportionate subscription at the discretion of the Committee. For some members a revised subscription may be considered. The reason for any revised subscription is to be reported to the membership at the Annual General Meeting.
- 7.2 Club members attending a club night during the Summer Season will be required to pay a sum equivalent to a visitors fee.
- 7.3 The Committee may initiate any fund raising activities deemed desirable and appropriate for the membership of the Club.

## **8 MEMBERSHIP**

- 8.1 Membership is only offered during the Winter Season. Any person wishing to become a member of the Club may be required to play for up to three evenings until a decision is made. The Committee shall retain the right to review the application for membership for a further period.
- 8.2 On election of a new member, the Secretary shall notify them of their membership, furnish them with a copy of the club etiquette, and request payment of a subscription to the Treasurer. If payment is not made within one month from the date of the Secretary's notice, the membership shall be void, unless sufficient cause is shown to the satisfaction of the Committee.
- 8.3 All players over the age of 16 years shall be eligible for full membership. Below this age they will be termed junior members and will not be eligible to hold office.

## **9 VISITORS**

- 9.1 The fee for a visitors attendance at a club night will be fixed by the Committee at the start of each season.

## **10 CHILD PROTECTION AND EQUITY POLICY**

- 10.1 The Exeter Badminton Club agrees to adopt the Badminton England Child Protection Policy and Implementation Procedures, and Badminton England Equity Policy. All individual members are deemed to have assented to the Badminton England Child Protection Policy and Code of Ethics and Conduct ("Code") and as such recognise and adhere to the principles and responsibilities embodied in these documents.

## **11 ANNUAL GENERAL MEETING**

- 11.1 The Annual General Meeting shall be held within six weeks of the end of the Winter Season in each year upon a date and at a time to be fixed by the Committee. Notice convening the Annual General Meeting shall be given to members in writing not less than twenty-one days before the meeting. The Annual General Meeting will be held for the following purposes:-
- To receive from the Officers a report and audited balance sheet for the preceding financial year.
  - To elect the Officers and other members of the Committee and the Selection Committee.
  - To deal with any special matter which the Committee desires to bring before the members.
  - To receive proposals from the members. Such proposals must be submitted in writing to the Secretary at least fourteen days before the meeting.
- 11.2 At all General Meetings the Chair, and in their absence a member selected by the meeting, shall take the chair. Members present shall have one vote upon every motion. In the case of equality of vote the Chairman shall have an additional or casting vote. At General Meetings ten shall form a quorum.

## **12 SPECIAL GENERAL MEETINGS**

- 12.1 The Committee may at any time, for any special purpose, call a Special General Meeting and it shall do so within twenty-one days upon the written request of any ten members or twenty percent of the membership, whichever is the lesser. Such requisition must state the purpose of the meeting. At least fourteen days notice shall be given in writing to all members stating the purpose of the Special General Meeting.

## **13 NOTICES AND MEMBERS ADDRESSES**

- 13.1 Any notice required by the Constitution to be given or sent to a member shall be deemed to have been duly given or sent on the next working day after it is posted, if sent by pre-paid post, or when displayed upon the Club notice board. Posted notices will be sent to the address appearing in the Club's records. Every member shall immediately give to the Secretary written notice of any change of address.

## **15 TERMINATION OF MEMBERSHIP**

- 15.1 Any member may resign their membership by giving written notice to the Secretary to that effect. They will be liable to pay a proportion of their subscription for the Winter Season.
- 15.2 The Committee shall have the power to expel any member who shall offend against the Constitution or Rules of the club, or whose conduct shall, in the opinion of the committee, render them unfit for membership. No member shall be expelled without first having the opportunity of appearing before the Committee and answering the complaints made against them. The member shall retain the option of calling on other members in support of their case. The Committee shall have the power to exclude the member from the club's activities until such an appearance has been made.
- 15.3 Any person ceasing to be a member shall forfeit all right to, and claim upon, the Club, its property and its funds, and shall have no right to the return of their subscription.

## **16 CONDUCT OF MEMBERS**

- 16.1 Members shall at all times conduct themselves in a proper and sporting manner and in accordance with the club etiquette.
- 16.2 The Rules and Regulations of the Badminton Association of England shall be adopted, and for any league matched, the Rules of that particular league.
- 16.3 The club shall not be responsible for any loss or damage that may occur to any property belonging to its members, whatever the cause.

## **17 INTERPRETATION/AMENDMENT OF THE CONSTITUTION**

- 17.1 Any matter arising as to the interpretation of the Constitution and Rules made by the Club shall be determined by the Committee, and such determination shall be binding on all members of the club.
- 17.2 Any amendment to the Constitution may only take place via a proposal to a General Meeting.

## **18 DISSOLUTION**

- 18.1 If at any General Meeting a resolution for the dissolution of the Club shall be passed by a majority of at least 75% of the members present and able to vote, the Committee shall immediately or at such future date as shall be specified in such a resolution, proceed to realise the property of the club. After discharge of all liabilities, the surplus shall be donated to the Exeter and District Badminton League, or another organisation confirmed by resolution at the meeting. Upon completion, the club shall be dissolved. If there should be any deficit in the club funds at this time, then that deficit shall be divided equally among the members of the club.

## **19 VERSION CONTROL**

No.	Amendment	Author
1.0	Constitution proposed to AGM (9/9/09). No amendments proposed.	Emily Macaulay