

# Harrogate Phoenix Netball Club



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## Harrogate Phoenix Netball Club Constitution

### 1 Name

The club will be called **Harrogate Phoenix Netball Club** and will be affiliated to **England Netball and North Yorkshire County** and **Netball Yorkshire Region**.

### 2 Objectives

- 2.1 To offer coaching and competitive opportunities in Netball
- 2.2 To promote the club within the local community and within Netball
- 2.3 To ensure a duty of care to all members of the club
- 2.4 To provide all its services in a way that is fair to everyone
- 2.5 To ensure that all present and future members receive fair and equal treatment.

### 3 Membership

- 3.1 Membership of the Club shall be open, and not unreasonably restricted to any person in the areaprepared to accept and support the objectives of the club in accordance with the Equalities Act 2010 and EN Competition Rules
- 3.2 Membership will consist of officers and members of the club
- 3.3 The club will run a Senior section and a Junior section (hereafter known as 'members')
- 3.4 All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted
- 3.5 Members will be enrolled in one of the following categories:
  - Full membership - training and competition fees\*
  - Half membership - training only\*
  - Social membership - non-playing or training member\*

*\* Pro-rata membership will be available for any player applying mid-season for membership to the Club.*

### 4 Membership fees

- 4.1 Membership fees will be set annually and agreed by the Club Management Committee ('CMC').
- 4.2 The annual fee will be paid to the appropriate Treasurer on an agreed payment basis

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## **5 Officers of the Club**

- 5.1 Officers will be elected annually at the Annual General Meeting.
- 5.2 All officers will retire each year but will be eligible for re-appointment.
- 5.3 The officers of the Harrogate Phoenix Netball Club Management Committee ('CMC') will be:
  - Chair
  - Secretary
  - Treasurer
  - Governance Lead
  - Safeguarding Officer
  - Participation Lead ("Club Captain")
  - Learning & Development Lead
  - Events & PR Lead
  - Junior Lead
  - Plus up to 2 further members (optional)
- 5.4 Each member of the CMC is entitled to 1 vote at meetings. The Chair shall have also have a casting vote if necessary
- 5.5 The CMC will hold not less than 4 meetings a year. The Secretary of the Harrogate Phoenix Netball Club will convene meetings
- 5.6 The quorum required for business to be agreed at Management Committee meetings will be 55% or more officers of the CMC
- 5.7 The CMC will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Harrogate Phoenix Netball Club.
- 5.8 The CMC will have powers to appoint sub-committees as necessary and allocate certain areas of responsibility to members where necessary.
- 5.9 The CMC will be responsible for disciplinary hearings of members who infringe the club rules/regulations /constitution. The CMC will be responsible for taking any action of suspension or discipline following such hearings.

## **6 Finance**

- 6.1 All club monies will be banked in one of following 2 accounts:
  - 1. Phoenix Netball Club (for Senior members) or
  - 2. Phoenix Junior Netball Club (for Junior members)
- 6.2 The Governance Lead will be ultimately responsible for the finances of the Club.
- 6.3 The financial year of the club will end on 31st March in each year
- 6.4 The Governance Lead will present an audited statement of both annual accounts at the Annual General Meeting
- 6.5 Any cheques drawn against club funds should hold two signatures, one of which should be the relevant Treasurer

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## **7 Annual General Meetings**

- 7.1 The Harrogate Phoenix Netball Club Secretary will give notice of the Annual General Meeting ('AGM') not less than 21 clear days' notice to be given to all members
- 7.2 The AGM will be held before the end of April in each year
- 7.3 The purpose of the AGM will be to:
- Receive reports from officers of the CMC
  - Receive a statement of the audited accounts
  - Approve the annual subscriptions for the following year
  - Elect officers for the CMC. Nominations for officers of the CMC can either be sent to the Secretary prior to the AGM or accepted at the meeting
  - Consider any proposed resolution submitted in writing to the Secretary not less than 28 days before the date of the AGM, which has been proposed by one Club member and seconded by another Club member or a member of the CMC
- 7.4 All members of Harrogate Phoenix Netball Club have the right to vote at the AGM. No proxy votes and no postal votes will be allowed. The quorum for AGMs will be attended by at least 51% of senior club members.
- 7.5 The CMC has the right to call Extraordinary General Meetings ('EGMs') outside the AGM. Procedures for EGMs will be the same as for the AGM.
- 7.6 The AGM Agenda to include, as a minimum, the following subject headings:
1. Present
  2. Apologies
  3. Minutes
  4. Matters Arising
  5. Committee Report
  6. Club Fees
  7. Approval of Accounts
  8. Election of Club Management Committee
  9. Awards
  10. AOB (relevant to AGM)
  11. Date of next AGM

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## **8 Club Squads (Training)**

- 8.1 All Club members are eligible to attend Club coaching sessions and to represent the Club in appropriate match play.
- 8.2 All players are required to attend training sessions to be eligible to represent the Club in official competition. Preference will be given to those attending training for any competition play.
- 8.3 Coaching will be under the direction of appointed coaches and as approved by the CMC each year.
- 8.4 An annual selection process will be held at Club Trials prior to the start of the forthcoming season. Independent selectors may be invited as appropriate.
- 8.5 Membership numbers may be capped in both the Senior and Junior Sections. Waiting lists will be established for players wishing to join the Club.
- 8.6 Entry into the various Leagues, Tournaments and other Competitions will be co-ordinated by the Participation Lead.

## **9 Disciplinary Actions and Appeals**

- 9.1 All complaints regarding the behaviour of members should be submitted in writing to the Secretary of Harrogate Phoenix Netball Club.
- 9.2 The CMC will meet to hear complaints within 21 days of a complaint being lodged. The CMC has the power to take appropriate disciplinary action including the termination of membership.
- 9.3 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 the hearing.
- 9.4 There will be the right of appeal to the CMC following disciplinary action being announced. The CMC should consider the appeal within 14 days of the Secretary receiving the appeal.

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## 10 Dissolution

- 10.1 A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the membership.
- 10.2 In the event of dissolution, any assets remaining after satisfaction of all debts and liabilities shall be dealt with in a manner to be determined by resolution at an AGM or EGM. In the event of there being a deficit, the AGM or EGM shall decide how it should be met.

## 11 Amendments to the Constitution

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

## 12 Declaration

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

Name: \_\_\_\_\_ Chair

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_ Treasurer

Signed: \_\_\_\_\_ Date: \_\_\_\_\_