



BATTLE BAPTIST FOOTBALL CLUB



RULES AND CONSTITUTION - BATTLE BAPTIST FC

1. The club shall be called Battle Baptist Football Club (BBFC) and shall be associated with Battle Baptist Church.

2. **The aims** of BBFC are:

- To provide Christian witness to Members, Opponent clubs, relevant Football leagues and the local community;
- To help grow God's Kingdom within and from Battle Baptist Church;
- To maximise the involvement of players from Battle Baptist Church, and Christians from other churches, to ensure that the Club remains a ministry of Battle Baptist Church;
- To provide Christian guidance and leadership in each squad;
- To provide Christian fellowship for its members in the context of Competitive sport, and social activities;
- To uphold the principles of the Football Association's Respect and Standard Charter policies in furtherance of our witness.

The objectives of the Club shall be:

To provide facilities for, and to promote, the sport of Association Football in Battle and the surrounding area; and for community participation in the same.

3. This Constitution shall be available on request to any member of the Club or any member of Battle Baptist Church.

4. These rules (the Club Rules) form a binding agreement between each member of the Club. Any matters not specifically addressed here shall be taken directly from the FA Football Administration Handbook, (hereafter referred to as the Handbook) or where appropriate, the rules and constitution of Battle Baptist Church.

5. RULES AND REGULATIONS

(a) The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/membership of The Football Association.

(b) No alteration to the Club Rules shall be effective without agreement at a Club Annual or Special General Meeting.

(c) The Club will also abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy, as set out in the Handbook.

6. CLUB MEMBERSHIP

(a) The members of the Club from time to time shall be those persons listed in the Membership Register, which shall be maintained by the Club Secretary or appointed member.

(b) Any person who wishes to be a member must apply on the Club Membership Application Form and deliver it to the Club. Election to membership shall be at the sole discretion of the Club Committee. 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 membership register shall be made available on request to any member of the Club or Battle Baptist Church, or the Football Association.

(e) Members may be registered as Playing Members or Non-Playing Members.

7. ANNUAL MEMBERSHIP FEE

(a) An annual fee payable by each member shall be determined intermittently by the Club Committee. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be refundable.

(b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

(c) The annual fee entitles players to:

- be a member of the Club;
- train and play with the Club;
- be available for match selection.

If players do not pay their annual membership fee, they will not be so entitled.

8. RESIGNATION AND EXPULSION

(a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of their resignation. A member whose annual membership fee or further subscription is more than 3 months in arrears shall be deemed to have resigned.

(b) The Club Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for them to remain a member. Appeal procedure is permitted. The appeal procedure is by letter to the Committee, where after a hearing date would be set and a decision reached.

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

9. CLUB COMMITTEE

(a) The Club Committee shall consist of the following Club Officers: Chairperson, Treasurer, Secretary, Manager, Team Coach, Social Secretary, Minutes Secretary, Fixture Secretary, Registration Secretary and up to 3 other members, elected at an Annual General Meeting. An Elder or Deacon of Battle Baptist Church, especially appointed by the church to assist with the

activities of the Club, may also be a part of the Club Committee.

(b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless a change is agreed at a Special General Meeting. One person may hold no more than two positions of Club Officer at any time. The Club 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 Chairman or in their absence the Vice Chairman. The quorum for the transaction of business of the Club Committee shall be at least 3 Club Officers. Other members of the Club may attend Club Committee meetings and make contributions but they shall have no voting rights.

(c) Decisions of the Club Committee of meetings shall be entered into the records maintained by the Minutes Secretary, to be signed by the Chairman and another committee member.

(d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.

(e) An outgoing member of the Club 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; such appointments to be confirmed at the next Annual General Meeting.

(f) Save as provided for in the Rules and Regulations of The Football Association and the County Association or Football League to which the Club is affiliated, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

10. GENERAL MEETINGS

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

- (i) receive a report of the activities of the Club over the previous year
- (ii) receive a report of the Club's finances over the previous year
- (iii) elect the members of the Club Committee
- (iv) consider any other business.

(b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made by the proposer and seconder, both of whom must be existing members of the Club, Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 14 days before the Meeting.

(c) A Special General Meeting (SGM) may be called at any time by the Committee and shall be called within 21 days of the receipt by the Club Secretary of a request signed by not less than five members stating the purposes for which the Meeting is required and the resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.

(d) The Secretary shall send to each member at their last known address written notice of the date of a General Meeting together with the resolutions to

be proposed at least 14 days before the Meeting.

(e) The quorum for a General Meeting shall be not less than 5 Members.

(f) The Chairman, or in their absence the Vice-Chairman or a member selected by the Club Committee, 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 Chairman, or in their absence the Acting Chairman or a member of the Club Committee, shall approve Minutes of General Meetings into the records maintained by the Minutes Secretary of the Club.

11. CLUB FINANCES

(a) A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be the Club Chairperson, Treasurer and up to 2 designated signatories. No sum shall be drawn from the Club Account except by cheque or BACS, and authorised by two designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

(b) The income and assets of the Club (the Club Property) shall be applied only in furtherance of the objectives of the Club.

(c) The Club Committee shall have power to authorise the payment of remuneration and/or expenses to any member of the Club and to any other person or persons for services rendered to the Club.

(d) The Club shall prepare an annual Financial Statement in such form, as it will meet the standards required by The Football Association who may occasionally request to see such statement.

12. CODES OF CONDUCT

Codes of conduct are as given with the Club application form or in any other information issued from time to time by the Club Committee or in the Handbook, and in any event conform to the Aims and Objectives of the Club

13. DISSOLUTION

(a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least 75% of the members present.

(b) The dissolution shall take effect from the date of the resolution and the members of the Club 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 the Club shall be sold and monies donated to the accounts of Battle Baptist Church.

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