



Est. 1982

# FOREST ROW JUNIOR FOOTBALL CLUB

HOME GROUND  
Memorial Ground, off Chapel Lane, Forest Row

## CONSTITUTION

### 1. TITLE

- 1.1 The Club shall be called Forest Row Junior Football Club, hereafter to be referred to as "the Club", and shall be affiliated to the Sussex County Football Association.

### 2. OBJECTIVES

- 2.1 To provide football for young people aged between 6 and 18 years at both recreational and competitive levels.
- 2.2 To foster and develop both individual skills and teamwork in a caring environment, and to promote the importance of sportsmanship.
- 2.3 To provide opportunities for advancement and development within the sport.
- 2.4 To provide opportunities for participation in international competition.
- 2.5 To abide by the rules of the League to which the Club is affiliated and Sussex County Football Association.

### 3. MEMBERSHIP

- 3.1 Membership of the Club shall be open to any young person completing a membership application form, signed by a parent or guardian, and paying the relevant subscription as determined by the Annual General Meeting of the Club Members. Members who wish to play in a team registered with any League to which the Club is affiliated shall be subject to rules governing eligibility as laid down by the Football Association, the Sussex County Football Association and the League to which the Club is affiliated.
- 3.2 Classes of membership shall be:
  - 3.2.1 Players aged between 6-18 registered with the Club and the League to which it is affiliated.
  - 3.2.2 Players aged between 6-18 registered with the Club for the purposes of training opportunities.



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3.2.3 Members of the Club Committee.

## 4. **FEES AND SUBSCRIPTIONS**

- 4.1 An Annual Membership Subscription shall be payable no later than two weeks after the commencement date of each season. A match fee shall be payable to Team Managers by players at each fixture.
- 4.2 The Club Committee shall, at its discretion, have the power to reduce or waive fees in cases of hardship.

## 5. **OFFICERS**

5.1 The Executive Officers of the Club shall be as follows:

Chairperson  
Secretary  
Treasurer

## 6. **ELECTION OF OFFICERS**

- 6.1 All Officers shall be elected at the Annual General Meeting of the Club by Club Committee Members and parents/guardians of Members present at the meeting.
- 6.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

## 7. **CLUB COMMITTEE**

7.1 The affairs of the Club shall be controlled by a Club Committee comprising the Executive Officers of the Club, Team Managers, Coaches, Child Protection and School & Community Liaison Officer, plus three other parents/guardians of Members.

7.2 The duties of the Club Committee shall be:

7.2.1 To control the affairs of the Club on behalf of the Members.

7.2.2 To keep accurate accounts of the finances of the Club through the Treasurer. These should be available for reasonable inspection and a Statement of Accounts shall be presented at every Annual General Meeting.



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The Financial Year of the Club shall run from 1<sup>st</sup> August to 31<sup>st</sup> July each year. Accounts should be audited before submission to Sussex County Football Association by 30<sup>th</sup> September each year.

- 7.2.3 The Club shall maintain a bank current account and the following Officers shall be authorised to sign Club cheques: the Treasurer and Secretary.
- 7.2.4 To co-opt additional members of the Committee when felt necessary.
- 7.2.5 To adhere to the Football Association Child Protection Policy (Appendix A) to be mediated through the Club Child Protection Officer.
- 7.2.6 To uphold the Club Code of Conduct (Appendix B) and deal with disciplinary matters according to procedures laid down by Sussex County F.A.
- 7.2.7 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

## 8. GENERAL MEETINGS

- 8.1 The Annual General Meeting of the Club shall be held not later than the end of June each year. 21 clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice together with the Agenda to the home address of every member.
- 8.2 The business of the Annual General Meeting shall be to:
  - 8.2.1 Confirm the Minutes of the previous Annual General Meeting.
  - 8.2.2 Receive from the Treasurer the audited accounts for the previous financial year and an interim statement of account for the current year.
  - 8.2.3 Receive the annual report from the Chairperson.
  - 8.2.4 Elect an auditor.
  - 8.2.5 Elect the Officers of the Club (Chairperson, Secretary, Treasurer) and other Committee members.
  - 8.2.6 Review Club subscription rates and agree them for the forthcoming year.
  - 8.2.7 Transact any other such business included on the Agenda.



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8.2.8 Any other business.

8.3 Special General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing from not less than the parents/guardians of six members. At least 21 days notice of the meeting shall be given.

8.4 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club.

8.5 Decisions made at a General Meeting shall be by simple majority of votes from those members or parents/guardians of members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.

8.6 A quorum for a General Meeting shall be 3 Committee members and 2 Officers of the Club.

## 9. ALTERATIONS TO THE CONSTITUTION

Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting convened with the required written notice of the proposal. Any alteration or amendment may be proposed by an Officer of the Club or a Committee Member or by any parent seconded by another parent. Such alterations shall be passed if supported by not less than two-thirds of those present at the meeting, assuming a quorum has been achieved.

## 10. DISSOLUTION

10.1 If at any Committee Meeting of the Club a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

10.2 If at that Special General Meeting the resolution is carried by at least two-thirds of Committee Members and parents/guardians present at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.

10.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the members of the Club but shall be given or



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transferred to some other voluntary organisation having objectives similar to those of the Club.

1<sup>st</sup> July, 2010.

CHAIRPERSON