

TONBRIDGE JUNIOR FOOTBALL CLUB

CONSTITUTION

1. TITLE AND AFFILIATIONS

The club shall be called Tonbridge Junior Football Club (TJFC).

It is affiliated to the Kent County Football Association (KCFA)

It is a member of the Crowborough and District Junior Football League (CDJFL).

It is a member of the Tonbridge Sports Association (TSA)

It is a member of the Tonbridge Mini Soccer Alliance (TMSA)

It is a member of the Kent Youth and Community Service (KYCS)

It has applied for registration as a Community amateur sports club (CASC)

2. OBJECTIVES

- a) The aim of the Club is to provide facilities for, promote and encourage participation and good sportsmanship in organised amateur football and other sports
- b) It will participate in the Crowborough League, cup competitions and any other competitions or leagues to which it is invited as may be agreed by the Management Committee from time to time.
- c) The Club will seek to develop and enhance the knowledge and skills of each individual to the maximum consistent with their age and their level of the sport.
- d) The Club will be non-profit making and will have no paid officers, all surplus income or gains being re-invested in the Club.
- e) The Club will not permit any distribution of Club assets (in cash or in kind) to members or third parties although, subject to approval at the Annual General Meeting (AGM), donations may be made to registered Charities or to other CASC's.
- f) In the unlikely event that the Club is dissolved, the Club's net assets will be transferred to:-
 - i) the Football Association for use in community related sports, or
 - ii) another registered CASC, or
 - iii) a registered Charity

3. MEMBERSHIP

- a) Membership shall be open to all, without any discrimination whatsoever, particularly on the grounds of:
 - i) ethnicity, nationality, sexual orientation, religion or beliefs
 - ii) sex, age or disability - except when it's necessary for taking part in a particular sport
- b) Membership shall be conditional upon compliance with League and Club rules, and payment of relevant fees as laid down by the Management Committee.

4. MEMBERSHIP FEES

- a) An annual Membership Fee shall be defined yearly at the AGM.
- b) The annual Membership Fee shall be subject to amendment by the Management Committee from time to time, although any amendments will require approval at the next AGM.

5. **MANAGEMENT COMMITTEE**

- a) A Management Committee ("Committee") shall be elected by the members at each AGM. The Committee shall include a Chairman, a Vice-Chairman, a Treasurer, a Club Secretary and such other positions as considered necessary
- b) Members of the Committee are elected for one year only and must resign and seek re-election at the AGM in each year.
- c) The Committee, by a majority vote, may co-opt parents or supporters to fill a casual vacancy until the next AGM.
- d) All Committee members shall be entitled to one vote and the Chairman of the meeting shall be entitled to an additional casting vote. For the avoidance of doubt, each committee member present shall be entitled to one vote and shall not be entitled to one vote for each office he/she holds.
- e) Committee meetings shall be held monthly during the season or otherwise by 7 days notice given by the Chairman or Vice-Chairman.
- f) All members shall be entitled to attend all Committee meetings, although they shall not be entitled to vote, or participate in discussions unless confirmed at the meeting by the Chairman or Vice-Chairman.
- g) Committee meetings shall each require a quorum of at least 6 committee members, including either the Chairman or Vice-Chairman.

6. **A.G.M / S.G.M's**

- a) The AGM will be held within two months of the end of the Club's playing season to allow the Members the opportunity of considering the Annual Report presented by the Committee and to confirm their acceptance of the Annual Accounts. 21 days notice will be given to all members.
- b) Any changes to the Constitution must be advised to the Tonbridge Sports Association within 30 days following the date of the AGM / SGM
- c) Voting rights shall be vested in the children's parents (not children under the age of 16) together with all other members and all committee members. All voting shall be done on a show of hands, decision being by a simple majority. All members shall be entitled to vote by proxy by submission to the Chairman or Vice-Chairman. The Chairman shall have a casting vote.
- d) SGM's shall be convened by the Chairman, Vice-chairman or Club Secretary at the request of a member, such a request to be supported by five other members. Requests must state the reason for calling the meeting and the agenda will be restricted to these matters only. The Chairman, Vice-Chairman or Club Secretary will convene a SGM without undue delay following receipt of a valid request, subject to him giving a minimum 21 days notice to members.
- e) In the event of an SGM being called to seek dismissal/reprimand of a Manager, members eligible to vote shall be restricted to the parents of the particular team.
- f) A quorum of at least 6 members, including either the Chairman or Vice-Chairman, shall be required at each AGM or SGM.

7. **GENERAL**

- a) A copy of this constitution, and any amendments approved at an AGM, shall be supplied to all members.
- b) The Club shall abide by the regulations of all organisations it is affiliated to, together with all contractual obligations entered into.
- c) The Constitution, by definition, shall reflect the essential nature of the Club and the form in which it is organised. All other requirements for the smooth running of the Club shall be contained in a set of "Rules and Operating Procedures" which the Committee, subject to ratification at the next AGM, may amend at any stage to reflect the requirements of the day.