



Jeanfield Swifts Community Football Club

CONSTITUTION

August 2015

The name of the organisation shall be Jeanfield Swifts Community Football Club also referred to as the Club.

AIMS:

The aim of the Club is to provide a safe environment and to encourage and promote the development of sport and health within the community of North Muirton, Perth, and surrounding area, through the provision of youth and senior teams for boys and girls that foster fair play, participation for all, irrespective of race, colour, religion, sex, or sexuality.

It is the desire of the club to be an active and significant player in the significant improvement of the well-being of the community.

POWERS:

- Recruit and employ staff of both a voluntary and/or paid nature in order to ensure that the Club is run with a structure conducive to the attainment of the objects.
- Source appropriate funding that advances the objects of the club.
- Promote and practice an anti-discrimination policy
- Execute all other lawful activities that are incidental and conducive to the attainment of the objects

MEMBERSHIP:

- The minimum age for applying to play at the Club will be 6 years.
- Any individual whose aims are in keeping with the club can apply
- Requests to join can only be approved by the Community Club Committee
- Membership fees and enrolment categories will be decided each year at the Annual General Meeting
- Membership of the club will bring automatic enrolment in one of the age categories:
 - Junior Section Under 12 years
 - Youth Section 12-18 years
 - Adult Section 19 years and over
- All members will be subject to the regulations of the Constitution and by joining the club, will be deemed to accept these regulations and the Club Codes of Conduct.

COMMITTEE:

- The committee shall be elected, for a one year term, by the majority of members attending the AGM.
- All Office bearers will retire at the end of every year but are eligible for re-election at the AGM
- The committee (maximum 12) shall consist of the following:
 - Chairperson
 - Vice-chairperson

- Treasurer
- Secretary
- Marketing & Social Media Manager
- Player Protection Officer
- Non -executive members

The committee shall have the following responsibilities vested in them:

- Disciplinary, Fund raising, Development etc
- Employ and pay any person[s] and make any reasonable provision for the payment of pensions and superannuation to or on behalf of employees.
- Engage and pay fees to professional and technical advisers to assist in the work of the organisation
- Work in partnership with other voluntary organisations, government agencies, local and statutory authorities and individuals including the SFA to further the aims of the organisation
- Suspend or disqualify any member who contravenes the clubs' or National governing Bodies' rules or codes of conduct or brings the club into any form of disrepute.
- Make financial decisions, through the Chairman, on behalf of the club members
- Do all such other lawful things as are incidental or conducive to the attainment of the objectives.
- The committee will always make decisions for the benefit of the club as a whole and not to improve any single party or single section of the club only.

MEETINGS:

- Community Club Meetings are held every 6 weeks, on a date determined by the committee, with Sub-Committee Meetings the same or no less than Quarterly.
- The sub-committee meetings must be attended by at least one individual representing each team registered / affiliated with Jeanfield Swifts Football Club
- Each office bearer and committee member is entitled to vote
- All votes shall be determined by a simple majority with the Chairperson holding the casting vote in the event of a tie.
- The AGM will be held in the month of August of each year
- At least 3 of the Community Club committee including chairman must be present in order for the minimum quorum to be reached, thereby allowing any constitutional amendments.
- The membership will be entitled to witness all club accounts for the year
- A special AGM may be called at any time throughout the year with 14 days notice required prior to the meeting and will require the same quorum as the AGM

PRESENTATIONS:

All teams affiliated to the Community Club should be involved in a combined presentation night relevant to their age groups ie Adult Male teams, Youth male teams at 11 a-side, Youth male teams at 7 a-side , Ladies teams, Girls teams 11 a-side and Girls 7 a-side or a combination event if preferred .

REGISTRATION:

Each team affiliated to the Community Club will ensure they are registered with their respective league by 31st July, and will provide the Community Club Secretary with the following information.....

Team registration/ID number and details with SYFA or other body / association for the current season

Name of League registered

Proof of Insurance Cover Renewal

List of Officials for the Team, their contact details and current Qualifications as well as proof of PVG Disclosure

Any team who does not complete this information to the satisfactory of the committee will be suspended from the club until the information is passed.

Each team must also hold in their possession, a list of players with address, mobile numbers and contact details of emergency contact.

FINANCE:

- The community club shall have the power to raise money by means of yearly affiliation fees, matches and other means as determined by the Committee at the AGM in order to achieve the long term strategy of the Club.
- Each section of the Community Club is responsible for setting the level of fees required to complete the season ahead as well as any

funds that will be required for the successful running of this section of the club.

- All monies shall be lodged in a bank account in the name of the club. All monies received should be lodged in this bank account. All monies received by any team, team official or employee are for the benefit of the Club and cannot be retained by any official for any reason.
- The treasurer shall submit a balance sheet prior to each meeting
- The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the club, of which two signatories shall be needed
- The financial year will end on the last day of the month prior to the AGM
- The treasurer will produce an annual account for the AGM
- During the season the sub-committees of each section must ensure that teams are spending the money raised on the squad that paid these fees with a maximum closing balance of £250 unless an agreement has been reached between committee and team Manager to keep extra funds for a future commitment ie. Football Kit/Tracksuits , Equipment or Tournaments.
- The Community Club Committee have the authority to ask all teams affiliated to help raise funds when required.

DISCIPLINE:

- All complaints regarding the behaviour of members should be lodged in writing to the Secretary and the Committee will hear the complaint within 10 working days
- The management committee shall have the power to take appropriate disciplinary action

- The outcome of the hearing will be put in writing to both the person who lodged the complaint and to the member about whom the complaint has been made within 7 working days of the hearing.
- There shall be a right of appeal following the disciplinary action and this should be dealt within 7 working days of receiving the appeal.
- Any breach of rules , miss- conduct , rough play , or bringing the integrity of Jeanfield football club in to disrepute will be overseen and decided by the committee. The community club committee will have the authority to use an appropriate money fine or removal of offenders who have a connection with or are registration as a Jeanfield Swifts individual or team. Any non-payment of fees or fines to the Community Club will result in a breach of rules and therefore the team or individual involved will be debt suspended and no longer able to participate until this has been resolved

CLUB MARKETING:

All teams affiliated to the community club must be registered as Jeanfield Swifts and play in the club colours and, if applicable, kit style instructed by the Community Club Committee.

All teams must use the club badge instructed by the Community Club Committee.

All teams must use the website instructed by the Community Club Committee.

All Advertising and Marketing incl Social Media should use the templates instructed by the Community Club Committee.

DISSOLUTION:

In the event of the dissolution of the Club for whatever reason, any assets thereof shall be donated to a registered charity, voluntary organisation or sports group with similar objectives as the Club to be nominated by a simple majority of the outgoing committee.

In no circumstances will any assets be distributed to any club members or committee

DECLARATION

It is hereby certified that this document represents a true and most up to date version of the constitution of Jeanfield Swifts Community Football Club

SIGNATURES

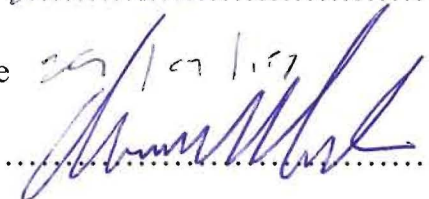
Chairperson

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Date

29/07/17

Vice-Chairman

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Date

29-07-17