



Palmers Green Netball Club

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Constitution 2015/16

1. NAME

The Club will be called Palmers Green Netball Club and will be affiliated to England Netball.

2. AIMS AND OBJECTIVES

The aims and objectives of the Club will be:

- To welcome all new players to the club
- To offer coaching and competitive opportunities in netball
- To promote the club and netball within the local community
- To ensure a duty of care to all members of the club
- To provide opportunities for involvement in netball in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment

3. MEMBERSHIP

- (a) Members will be enrolled in one of the following categories:
- Full members (playing members)
 - Associate members (non playing members)
 - Junior members (playing members aged under 14 at 1st September)
 - Life members (honorary non playing members)
- (b) All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations, rules and codes of conduct that the club has adopted.
- (c) Playing members must inform the Club Captain immediately if they are playing in any other league or competition. Players may not play for another club in direct competition with Palmers Green without prior permission of the Club Captain.

4. MEMBERSHIP SUBSCRIPTION AND PLAYING FEES

- (a) Membership subscription and playing fees will be set annually by the Management Committee and ratified at the Annual General Meeting.



Palmers Green Netball Club Established 1959 –
Attained Silver CAPS/ Clubmark Award 2005

Affiliated to England Netball, Middlesex and Hertfordshire County Netball Associations, and London and the South East Region

- (b) Membership subscription and playing fees will be paid annually by 1st August or on such a date as to be determined by the management committee to enable affiliation payments to be made to England Netball and to allow pre-season league and county obligations to be met.
- (c) Playing fees will be paid in 3 instalments due on 1st August, 1st September and 1st October or on such dates as to be determined by the management committee.
- (d) A discount will be offered to those members in full time education.

5. THE MANAGEMENT COMMITTEE

- (a) The club will be managed through the Management Committee consisting of:
 - Chairman
 - Club Captain
 - Honorary Secretary
 - Treasurer
 - Fundraising and funding officer - to be deleted
 - Safeguarding Officer
 - Publicity Officer
 - Communications Officer
- (b) Members will be elected annually at the Annual General Meeting.
All members will retire each year but will be eligible for re-appointment.

6. FULL CLUB COMMITTEE

- (a) The full club committee, including members of the management committee, consists of:
 - Chair
 - Club Captain
 - Honorary Secretary
 - Treasurer
 - Fundraising and funding officer
 - Safeguarding Officer
 - Publicity Officer
 - Club Coach
 - Junior Club Captain
 - Fixtures and Membership Secretary
 - Umpiring Secretary
 - Coaching secretary
 - Communications Officer
 - Social Secretary
 - Kit Ordering and Promotion
 - Website Officer
 - Club and Volunteer Development
 - Life Members Representatives

- (b) Only these posts listed in 5(a) above will have the right to vote at meetings of the Management Committee.
- (c) The Management Committee will be convened by the Secretary of the Club and meetings held no less than 4 times per year.
- (d) The quorum required for business to be agreed at Management Committee meetings will be 5.
- (e) The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.
- (f) The Management Committee will have powers to appoint sub-committees as necessary and appoint advisors to the Management Committee as necessary to fulfil its business.
- (g) The Management Committee is responsible for maintenance and revision of the Club rules.
- (h) The Management Committee is responsible for setting up investigation committees and, if required, disciplinary hearings of members who infringe the Club rules. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (i) The management committee will recommend an independent examiner to the AGM to review the statement of accounts and the financial records of the Club.

7. FINANCE

- (a) All club monies will be banked in an account(s) approved by the management committee and held in the name of the club.
- (b) The Treasurer will be responsible for the finances of the club.
- (c) The financial year of the club will end on 31st May.
- (d) The Treasurer will present a statement of annual accounts at the Annual General Meeting.
- (e) Any cheques drawn against club funds should be signed by a minimum of two signatories. The Treasurer and at least two other officers will be the club signatories.

8. ANNUAL GENERAL MEETINGS

- (a) The Annual General Meeting (AGM) is to be held before the 31st August of each year. The Secretary will give not less than 21 clear days' notice of the AGM to all members.
- (b) The AGM will receive a report from officers of the Management Committee and a statement of the accounts.

- (c) Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.
- (d) Elections of officers are to take place at the AGM.
- (e) Only Full members and Associate members have the right to vote at the AGM.
- (f) The quorum for AGMs will be 20 voting members.
- (g) The management committee may recommend to the AGM that Life membership be offered to a member, who in the opinion of the committee has given exceptional service to the club.
- (h) The Management Committee has the right to call Extraordinary General Meetings (EGM) outside the AGM. The secretary must also convene an EGM on receipt of a signed petition from a minimum of 8 voting members.
- (i) Procedures for an EGM will be the same as for the AGM.

9. DISCIPLINE AND APPEALS

- (a) All complaints regarding the behaviour of members should be submitted in writing to the Secretary.
- (b) The Management Committee will meet to hear complaints within 7 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- (c) 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 7 days of the hearing.
- (d) There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal.
- (e) In the event of disciplinary issue the committee will follow the England Netball disciplinary manual and codes of conduct.

10. DISSOLUTION

- (a) A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- (b) In the event of dissolution, any assets of the club will be donated to another sporting organisation that shares similar aims.

11. AMENDMENTS TO THE CONSTITUTION

- (a) The constitution will only be changed through agreement by majority vote at an AGM or EGM.

- (b) Proposed amendments to the constitution should be submitted to the secretary 28 clear days before an AGM or EGM.

12. USE OF SOCIAL MEDIA

The use of social media (such as Facebook, Twitter, You Tube, email etc.) to bring the game or the Club into disrepute or to make an inappropriate comment about a Club member, a player, coach, official, volunteer, organising committee or the governing body will incur a penalty ranging from a warning, fine, suspension, or expulsion from the Club, determined by the seriousness of the offence. This applies to individuals or groups of individuals.

13. DECLARATION

Palmers Green Netball Club hereby accepts and adopts this constitution as a current operating guide regulating the actions of members.

**Approved by the members of Palmers Green Netball Club
on 7 July 2015**