SCOTSTOUN BADMINTON CLUB

**Constitution and Equality Policy**

# Name

The name of the organisation shall be ***Scotstoun Badminton Club***, referred to as the ‘Club’ throughout.

# Objectives

The club is set up to work towards the following objectives:

1. Participation in the sport of badminton (referred to as the ‘sport’).
2. The organisation, management and development of the sport for all members of the club.
3. Membership of appropriate leagues for the purpose of establishing regular competitive play for the club’s representative teams.
4. The provision of training and playing facilities for its members.
5. Promoting and maintaining the highest standards of technical competence and safety in the sport.
6. Upholding the rules of the sport.
7. Providing equality for successful participation by all sections of the community by way of developing the following;
8. The club acknowledges and adopts the following equity statement:
“Scotstoun Badminton Club is strongly committed to equality for all sectors of the community. It is the policy of the club to ensure that no members will receive less favorable treatment on the grounds of age, gender, marital status, sexuality, employment status, social class, colour, race, ethnic or national origin, religious belief or disability, or will be disadvantaged by conditions or requirements which are not relevant to performance level”
9. The club will ensure that all members are aware of, understand and follow the club’s equity statement and in doing so aim to eliminate any barriers or “perceived” barriers to participation at the club.
10. The implementation of this policy will ensure that the following aims are met by the club:
* Increased awareness of the club of the needs of those who face discrimination.
* The club considers equality in all areas of the club’s services
* The club’s premises are accessible to all, including disabled people.
* The rules of the club state that discriminatory language or behavior is not acceptable.
1. The implementation of this policy will be reviewed annually at the AGM and monitored for effectiveness by the club committee.
2. The promotion of the sport.

# Affiliation

The club shall be affiliated to ***BADMINTONscotland***, the sport’s National Governing Body.

# Membership

All members are subject to the constitution of the club and the regulations of the National Governing Body.

1. Membership of the club is open to all individuals provided they comply with this constitution.
2. No person shall be refused membership on the grounds of age, gender, sexuality, marital status, employment status, social class, colour, race, ethnic or national origin, religious belief or disability.
3. All applications for membership shall be accompanied by the appropriate consent forms, signed by an adult, which shall thereafter be resubmitted annually.
4. Members who have completed forms and who are over the age of 16 shall be entitled to attend General or Annual General Meetings.
5. Members who have completed forms and who are over the age of 16 may be elected and serve on the club committee.
6. All members will have online access to the Equity Complaints and Appeals Procedure, the club’s Child and Vulnerable Adult Protection Policy and a copy of the constitution.

# Suspension, Refusal or Termination of Membership

The club committee shall be entitled to:

1. Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the club as set out in [Section 2](#_Objectives).
2. For good and sufficient reason to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the club committee before a final decision is made. The member may apply for reinstatement at the next general meeting.
3. Any member who fails to return a fully completed membership form and pay the required membership fee by the date required shall forfeit his/her right to representation on the club committee and at general meetings, and shall be suspended from taking part in any event under the control of the club until forms are completed or fees paid.
4. Any member under suspension shall be barred from taking part in any match or event under the control of the club and from the AGM.
5. The club committee shall inform the member in writing of any decision to terminate their membership.
6. Notification of the termination of a membership will be forwarded to Badminton Scotland, the governing body.

# General Meetings

## Annual General Meeting (AGM)

An AGM shall be held each year at such time and place as determined by the club committee, at approximately twelve monthly intervals, but no more than eighteen months after the date of the previous AGM. At each AGM the following business shall be conducted:

|  |  |
| --- | --- |
| i) | Receive and confirm the minutes of the previous AGM. |
| ii) | Presentation of the clubs financial accounts for the year. |
| iii) | Presentation of clubs projected financial situation for the forthcoming year and the setting of all fees |
| iv) | Presentation of chairperson’s report.Any other business brought before the meeting which has been submitted in writing to the secretary not less than seven days prior to the AGM, and anyother business deemed relevant by the chairperson. |
| v) | Election of officers to the club committee. |
| vi) | Notice for an AGM is a minimum of 14 days and a quorum is four members. |

## Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

* 1. 33% of the membership.
	2. The Chairperson.
	3. 2/3 majority of the club committee.

Notice for an EGM shall be of a minimum of fourteen days, stating the business to be discussed.

# Rules for General Meetings

1. A minimum of twenty one days’ notice in writing shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
2. The chairperson, or in his/her absence a member selected by the meeting, will take the Chair.
3. All members shall register with the Secretary prior to the start of the meeting.
4. Each member shall have one vote.
5. All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
6. The quorum shall be four members
7. The secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

# Election of the Club Committee

1. The members of the club committee shall be drawn from the membership, as defined in [Section 4](#_Membership) of this constitution.
2. Candidates shall be elected by paper ballot at the AGM, and shall be members of the club committee from the conclusion of that AGM until the conclusion of the following AGM.
3. All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the secretary not less than fourteen days before the AGM.
4. Uncontested posts may be filled by nomination(s) and election at the AGM.
5. The secretary shall send all members a list of all nominations not less than seven days prior to the AGM.

# Members of the Club Committee

1. The club committee may consist of the following members:
	* Chairperson
	* Secretary
	* Child and Vulnerable Protection lead
	* Treasurer
	* Head Coach
	* Player Representative
2. All the above shall be entitled to one vote each at General Meetings, except the Chair.
3. The committee may co-opt any member to any unfilled post until the conclusion of the following AGM, providing that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
4. The club committee may appoint any sub-committees it may deem necessary to deal with the matters of the club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the club committee by a representative elected by that sub-committee.

# Rules for the Club Committee

1. The Chairperson shall chair the meeting, or in his/her absence the Secretary or a nominee from the committee in the event of all those mentioned being absent.
2. Fourteen days’ notice of any meeting of the club committee shall be given by the Secretary, except when:
3. The date of the meeting had been agreed at the previous club committee meeting, in which case seven days’ notice shall be given.
4. In an emergency the Chairperson may call a meeting at four days’ notice.
5. The quorum shall be four of those members entitled to vote, as listed at [Section 9](#_Members_of_the)
6. All members of the club committee as listed in [Section 9](#_Members_of_the) shall be entitled to vote.
7. All votes shall be determined by a simple majority. In the event of a tied vote, the chair may exercise a casting vote.
8. Meetings shall be open to all members of the club.

# Finance

1. The income and property of the club, however derived, shall be applied solely towards the objectives of the club as set out in [Section 2](#_Objectives) of this constitution.
2. The club shall have the power to raise money by means of yearly affiliation fees and match fees as determined by the club committee at the Annual General Meeting.
3. All monies shall be lodged in a bank account in the name of the club.
4. The chairperson, treasurer and secretary shall be authorised signatories to sign cheques on behalf of the club, of which two signatories shall be needed.
5. The financial year of the club shall run from April to March.

# Amendments to the Constitution

This constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at either an AGM or EGM

# The Dissolution of the Club.

Any resolution to dissolve the club may be passed at any General Meeting provided that:

1. the terms of the proposed resolution are received by the secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that
2. at least twenty eight days of the proposed resolution shall be given in writing by the secretary to all members, and that
3. such a resolution shall receive the assent of two thirds of those present and entitled to vote and that
4. upon dissolution of the club, after all club and trustee liabilities have been cleared, all remaining financial and material assets shall be given or transferred to Glasgow & North Strathclyde Badminton Group to be employed for the development of the sport.

# Declaration

It is hereby certified that this document represents a true and most up to date version of the Constitution of

 Scotstoun Badminton Club.

# SIGNATURES

Chair Person……………………………………………………………………………….

Date………………………………………..

Secretary…………………………………..............……………………………………

Date……………............................

Treasurer…………………………………………………………………………………….

Date………………………………………..

Ordinary Committee Member (if applicable)………………………………

Date…………………………………………