



## KIDDERMINSTER ATHLETIC JUNIOR FOOTBALL CLUB

### CLUB RULES

- 1 Status of Rules** These Rules, (the Club Rules) are made under Section 29 of the Club Constitution and form a binding agreement between each member of the Club.
- 2 Rules and Regulations**
- a) The Club shall have the status of an affiliated member club of the Football Association by virtue of its affiliation to the Worcestershire County Football association.
  - b) The Club shall have a Child Protection Officer who has attended a Football Association Child Protection course.
  - c) All adults working within the Club Shall consent to a check with the Criminal Records Bureau and to disclosure to the County Football association.
  - d) The Club shall appoint a Schools Liaison Officer.
  - e) A representative of the Club shall attend a Football Association Soccer Parent Course.
  - f) The Club will follow the advice of the Football Association with regard to best practice in Child Protection.
  - g) One coach with the minimum of a Level 1 Coaching Certificate must attend each team training session and matches.
  - h) The Club shall have a Code of Conduct for parents, players, coaches and officers.
- 3 Club Membership**
- a) The members of the Club shall be those persons currently registered by the Club with Stourport and District Youth Football League (the League).
  - b) Team Managers shall maintain a register of players.
  - c) Any person wishing to be a member must apply using the League registration form and deliver it to the Club. Election to membership shall be at the sole discretion of the Team Manager. Membership shall become effective as from the date entered on the registration card by the League and shall be deemed as a membership record.
  - d) In the event of a member's resignation or expulsion, the Club will hold the player's registration until the end of the season, or transfer to another club.
  - e) The Association or Affiliated Association shall have access to membership records on demand.
  - f) Registration documents shall be taken to all matches and tournaments and presented to the opponents.
  - g) A Club Officer is also deemed to be a member.

- 3 Annual Membership Fees**
- a) An annual fee payable by each member shall be determined by the Club Committee (the Committee). Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be refundable.
  - b) The Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objectives of the Club.
- 4 Resignation and Expulsion**
- a) A member shall cease to be a member upon written notice of resignation being received by the Secretary. Any outstanding fees due to this date must be paid in full.
  - b) The Committee shall have the power to expel a member when it would not be in the best interests of the Club for him to remain a member. There shall be appeal procedures.
  - c) A member who resigns or is expelled shall not be entitled to claim any, or any share of, Club property.
- 5 Club Committee**
- a) The Committee shall comprise the Officers of the Club and other members appointed under the terms of the Constitution.
  - b) Each Officer and Committee member shall hold office from the date of election until the next Annual General Meeting, resignation or expulsion. No person may hold more than two positions at any one time.
  - c) The Committee shall be responsible for the day-to-day management of the affairs of the club. Election to the Committee shall be by a simple majority of all existing Committee members or at the Annual General Meeting. The Chairman shall have the casting vote in the event of a tie. In the absence of the Chairman a suitable member of the Committee shall be nominated to chair the meeting before it commences. The quorum for Committee meetings shall be three.
  - d) The decisions shall be entered into a Minute Book maintained by the Secretary. The Minute Book may be maintained electronically.
  - e) Any member of the Committee may call a meeting by giving 14 days notice in writing to the Secretary.
  - f) The Committee shall meet on not less than four occasions each year.
  - g) Any Committee member who does not attend any club matches or Committee meetings for 12 consecutive weeks may be deemed to have resigned.
  - h) Save in as provided for in the Constitution and the Rules and Regulations of the Football Association and the Worcestershire County Football Association, to which the Club is affiliated, the Committee shall have the power to decide all questions and disputes arising in respect of any issues concerning the Club Rules.
  - i) The Committee shall have the power to make byelaws as deemed necessary and to amend them accordingly. No byelaw may nullify the effect of any rules.

- j) A Committee member may be dismissed as a member of the Committee for Gross Misconduct. What constitutes Gross Misconduct must be laid down in the byelaws and shall not be made retrospectively.

**6 Annual General Meeting**

At the Annual General Meeting the Chairman shall provide a report on the activities of the Club and the Treasurer shall report on the Club's finances and the Annual Accounts.

**7 Club Teams**

The Committee shall have the power to appoint a person (the Manager) to be responsible for each team. The Manager shall be responsible to the Committee for managing the affairs of the team and will be deemed a member of the club but not a member of the Committee unless otherwise elected. The Manager shall present to the Committee a report on the activities of the team at the end of each season and before the Annual General Meeting.

**8 Club Finances**

- a) A bank account shall be opened in the name of the Club (Club Account). The designated signatories shall be the Treasurer and any member of the Committee. No sum shall be drawn out of the Club Account except by a cheque signed by the Treasurer and one other designated signatory.
- b) The Treasurer shall receive all monies due to the Club.
- c) When a member leaves the Club whether by resignation or expulsion he is responsible for returning all Club property, failure to do so will result in the member being charged for the value of the property together with any costs incurred by the Club in recovery as deemed appropriate by the Committee.

In these Rules any reference to gender is for convenience only, any reference to either gender should be construed as applying to both.

16 May 2006