



Corsham Badminton Club
Constitution
Version 1.5
Dated May 2010

Version	Date	Comments	Author
1.0	12 May 08	Baseline version for 2008 AGM.	D Jones
1.1	17 Sept 08	Updates to Annexes for membership, fees and committee changes following 2008 AGM	D Jones
1.2	14 Jun 09	Updates to Annexes for membership, fees and committee changes following 2009 AGM	D Jones
1.3	20 Apr 10	<p>Added by exception for prosperity clause to paragraph 5.</p> <p>Changed paragraphs 9, 10 and 11 to reflect management committee positions and voting and inclusion of team captains on management committee.</p> <p>Changed paragraph 15 and 17 from Audited to Examined. Changed paragraph 28 to reflect move of match nights to Sunday evenings.</p> <p>Removed Annex B Membership List as now held separately by Treasurer and Annex C as now published on website. Reflected throughout document.</p>	D Jones D Nightingale
1.4	25 Apr 10	Minor editorial corrections	M Rahman
1.5	13 May 10	Added Publicity Officer to the management committee positions	D Jones

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Corsham Badminton Club Constitution

Name

1. The club shall be called Corsham Badminton Club (CBC) and will be affiliated to Badminton England.

Aims and objectives

2. The aims of CBC will be to:
 - a. Offer coaching and competitive opportunities in Badminton.
 - b. Promote the club within the local community, within Wiltshire and surrounding clubs and competitions.
 - c. Ensure a duty of care to all members of the club.
 - d. Provide all its services in a way that is fair for everyone.
 - e. Ensure that all present and future members receive fair and equal treatment.

Membership

3. CBC shall consist of officers and members of the club. Membership will be subject to conditions contained in this constitution. By joining CBC all members will be deemed to have accepted these conditions.
4. CBC has five categories of membership:
 - a. Full member.
 - b. Senior member (65 years and over).
 - c. Associate member.
 - d. Student member (in full-time education).
 - e. Junior member (16 years and under).
5. The maximum membership is based on 4 players per court per hour and shall be made up from Full, Associate and Student members. The Management Committee reserves the right to increase membership beyond constitution maximum in the interests of club prosperity.

Membership fees

6. Membership fees will be set annually and agreed by the club's Management Committee or determined at the Annual General Meeting. Fees will be paid quarterly, within 3 weeks of start of period.

7. Senior membership fees are 75% of Full membership fees. Student membership fees are 50% of Full membership fees. Junior membership fees are 25% of Full membership fees.

8. The Management Committee will agree membership fees and endeavour to balance these against outgoing costs over the fiscal year. This will take into account the club's financial commitments for court hire and shuttle expenses and balance these with full and student membership numbers.

Officers of the club

9. The officers of CBC shall be:

- a. Chair
- b. Secretary
- c. Treasurer
- d. Fixtures Secretary
- e. Social Secretary
- f. Publicity Officer

10. All officers shall be elected annually at the Annual General Meeting and shall retire each year but will be eligible for re-appointment. Team captains will be invited to management committee meetings.

Management Committee

11. The club will be managed through the Management Committee consisting of: Chair, Secretary, Treasurer, Fixtures Secretary, Social Secretary and Publicity Officer. Only these post holders shall have the right to vote at meetings of the Management Committee. The team captains can attend Management Committee meetings but do not have a right to vote.

12. Management Committee meetings shall be convened by the Secretary and held no less than twice per annum. The quorum required for business to be conducted at Management Meetings will be four.

13. The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the running of the club. The Management Committee will have powers to appoint sub-committees as necessary and to appoint advisers to the Management Committee as necessary to conduct its business.

14. The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

Finance

15. The club monies shall be banked in an account held in the name of the club. The Treasurer shall be responsible for the finances of the club. The financial year of the club shall end on 31 March. The Treasurer shall present an examined statement of accounts at the Annual General Meeting. Any cheques drawn against club funds shall require the signature of the Treasurer plus up to two other officers.

Annual General Meetings

16. Notice of the Annual General Meeting (AGM) shall be given to all members by the Club Secretary not less than 21 clear days' notice beforehand.

17. The AGM shall receive a report (either verbal or in writing) from the Chair, Treasurer and Fixture Secretary of the Management Committee and a statement of the examined accounts.

18. Nominations for officers of the Management Committee shall be sent to the Secretary prior to the AGM. Election of officers is to take place at the AGM. All members have the right to cast one vote at the AGM. The Chair shall have a casting vote in the event of a tie.

19. A quorum for AGMs shall be a minimum six members and not less than 25% of the membership.

20. Members may call an Extraordinary General Meeting (EGM) that shall be held at the request of at least 25% of members. Notice for an EGM will be the same as for an AGM.

Discipline and appeals

21. All complaints regarding the behaviour of members shall be submitted in writing to the Secretary. The Management Committee shall meet within 30 days to hear the complaint and has the power to take any appropriate disciplinary action including termination of membership.

22. The outcome of a disciplinary hearing shall be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 30 days of the hearing. There shall be the right of appeal to the Management Committee following disciplinary action being announced. The committee shall consider the appeal within 30 days of the Secretary receiving the appeal. The Management Committee's decision shall then be final.

Dissolution

23. A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership. In the event of dissolution, any assets of the club that remain shall become the property of Mid-Wilts Badminton Association (MWBA).

Amendments to the constitution

24. Any amendments to this constitution must be submitted to the Secretary in writing 14 days prior to an AGM or EGM. The constitution can only be changed by agreement of the majority present at an AGM or EGM.

Byelaws and other regulations

25. League and friendly matches. Members taking part in league and friendly matches shall pay a match fee for home and away matches at an amount as shall be agreed from time to time by the Management Committee.

26. Guests and attendance of members. Club members shall be entitled to bring guests, but members must obtain the permission of the Chair or Secretary beforehand. A guest shall pay a visitors fee at such amount as shall from time to time be fixed by the Management Committee.

27. Club evenings. After gaining access to the court members are asked to enter into their game as soon as possible in order to enable the maximum number of games to be played during each club session.

28. Match evenings. Matches are usually played on Sunday evenings subject to availability of courts. In the event of rearranged fixtures or one-off matches, extended court time on the same night as club evenings shall be considered subject to availability of courts.

29. Membership of the leagues. The Chair, Secretary or Fixtures Secretary shall be the club's official representatives at general meetings of Mid-Wilts Badminton Association and the Wiltshire Badminton Association and shall have the power to vote on all matters affecting the club's interests. If unable to attend or act in these capacities the Management Committee shall have the power to appoint another member of the committee to officially represent the club at such meetings.

30. Club entries into the leagues. The Management Committee shall make a decision as soon as possible following the Annual General Meeting as to the type and number of entries to be submitted for entry into any league for the following season.

31. Waiting list. If necessary the Chair shall maintain a "waiting list" and have authority to invite potential new members to three club sessions respectively. After three attendances the Management Committee shall decide whether or not to accept an application for membership.

32. Club tournaments. Club tournaments shall be arranged annually with the object of affording the opportunity to all members to compete. The Management Committee shall have the power to deal with the arrangements for the holding of such tournaments in whatever manner they think fit and shall also have power to co-opt members, if necessary, solely for the purpose of organising such tournaments. The main trophies shall remain the property of the Corsham Badminton Club at all times.

33. Match selection (friendly and league). Initially, all members of the Management Committee shall be responsible for selecting and where appropriate nominating teams, whose decision must be regarded as final in respect of the first matches played. Thereafter, the Fixtures Secretary and/or Captain of a team, also to be nominated by the Management Committee, may make permanent changes to their team. Associate members are not eligible for match selection.

Declaration

34. We, the undersigned, hereby accept on behalf of Corsham Badminton Club this constitution.

Signed: (verified by email)

Name: Dave DiClaudio

Date: 13 May 10

Position: Chair

Signed: (verified by email)

Name: Dan Jones

Date: 13 May 10

Position: Secretary

Annex A: Fees

Membership Fees

Period/Type	Full	Senior	Associate	Student	Junior
Q1 Subs	£55	£41		£30	£15
Q1 Guest			£5	£2.50	£1
Q2 Subs	£55	£41		£30	£15
Q2 Guest			£5	£2.50	£1
Q3 Subs	£55	£41		£30	£15
Q3 Guest			£5	£2.50	£1
Q4 Subs	£55	£41		£30	£15
Q4 Guest			£5	£2.50	£1

Match Fees

Play/Type	Full	Senior	Associate	Student	Junior
Normal	£4	£4		£3	£2
2 Rubbers	£3	£3		£2	£1.50
1 Rubber	£2	£2		£1	£1