

CONSTITUTION FOR **WESSEX VOLLEYBALL CLUB**



1. TITLE

The Club shall be called Wessex Volleyball Club.

2. AIMS

The aim of the Club, its priorities and values can be found on the its website^[1]

3. MEMBERSHIP

- a) Membership of the Club shall be open to all people in the area (at the discretion of the Executive Committee).
- b) Honorary membership, for outstanding service to the Club, may be granted to any person of the age of 16 years or over by a majority vote of Members at the General Meeting or at the discretion of the Committee.
- c) A member who resigns membership or is deprived of membership shall be readmitted only at the discretion of the Committee.
- d) A member may be deprived of a membership by the Committee for grave misconduct detrimental to the good name and satisfactory working of the Club, or for deliberate non-compliance to honour any financial liabilities to the Club he or she may have incurred. Further information on club policies and code of conduct is available on our website^[1]
- e) Before being deprived of membership, a member must receive:
 - i. A verbal warning as to his/her conduct on behalf of the Committee
 - ii. A written warning as to his/her conduct on behalf of the Committee
 - iii. The opportunity to appear before the Committee in order to explain his/her conduct. In the case of severe misconduct, the member shall not receive a verbal or written warning.
- f) Any member shall, upon ceasing to be a member of the Club, forfeit any right and claim upon the Club and its property and funds.

4. MEMBERSHIP

- a) The annual membership fees for each year (1 September to 31 August) shall be set at the Annual General Meeting. They will be payable to the Treasurer. There will also be variable training and match fees.
- b) The monies subscribed in accordance with the foregoing shall constitute the general fund of the Club.

- c) No membership fee or any part, thereof, shall be returnable.
- d) Any member who is four weeks in arrears with his/her subscription shall be deemed to be suspended as a member of the Club until his/her subscription be paid in full.
- e) New members shall have four weeks from first attending Club activities in which to pay their membership fee.

5. EXECUTIVE COMMITTEE

- a) The Club shall be administered by an Executive Committee representative and elected by the members of the Club at a General Meeting. Our club structure can be found on our website^[1]
- b) Each Committee shall normally serve for a period of twelve months and each member shall have one vote.
- c) The Committee shall meet at least once in every three months. Additional meetings shall be convened as necessary by the Chairman, in which case at least seven day's notice of such meeting shall be given to all members of the Committee.
- d) The President shall be elected at the Annual General Meeting.
- e) Nominations of Officers and Committee shall be called for by the Secretary 14 days before the General Meeting at which elections for these representatives are to be held. In the event of no nominations for office, the Chairman may accept nominations from the floor, duly proposed and seconded.
- f) The General Committee may co-opt members as required.
- g) A quorum of General Committee is to consist of two officers and three committee members.
- h) The Committee shall deal with all day to day running of the Club and Club policy including allocation of jobs, duties and strategic planning.

6. MEETINGS

- a) A General Meeting is to be held during the summer each year for the purpose of receiving an Annual Report and Balance Sheet regarding the working of the Club; also to elect the Officers and members of the Committee for the ensuing twelve months. This meeting is to be known as the Annual General Meeting and notice to all paid-up members shall be sent by the Secretary, at least 21 days before the date of such meeting.
- b) Any business to be brought before the AGM must be submitted in writing, not later than 14 days before the date of the meeting.
- c) Other General Meetings, known as Extraordinary General Meetings, may be called at the discretion of the Committee or by application signed by at least one third of all the members.
- d) Any Annual Report shall be prepared and the Treasurers shall prepare Annual Balance Sheets and Statements of Accounts for presentation to the Annual General Meeting.

- e) A resolution to dissolve the club can only be passed at an AGM or EGM through a two thirds majority vote of the membership in attendance at the meeting. In the event of dissolution, any assets of the club that remain will become the property of the Poole-Bournemouth Volleyball Association, to be held in trust until another volleyball club with similar objectives to those of Wessex Volleyball Club is formed.

7. FINANCE

- a) The General funds of the Club shall be administered by the Committee.
- b) All monies held by the Club shall be deposited in a Bank under the name of the Club. Cheques drawn on the Club accounts shall bear the signatures of two of the following:
 - a. Chairman, Secretary, Treasurer, Financial Controller
- c) All cheques must be signed by a signatory who is not related to the first person who has signed the cheque.

8. VISITORS

- a) Visitors (i.e. non-members) to any club activity shall only be accepted subject to the rules and financial arrangements of the Club and with the prior consent of the Club Chairman or representative of the Club.
- b) Generally, occasional visitors shall be admitted to any Club activity only when accompanying a Member who, thereon, will be held responsible for any financial liabilities incurred by the visitor.

9. ALTERATION OF RULES

- a) No rule shall be adopted or existing rule amended, except with the sanction of at least two thirds of members present at a General Meeting or, alternatively, with the sanction of more than 50% of the total membership.
- b) The draft of the proposed new rule or amendment to existing rule, together with names of proposer and seconder, should be submitted to the Secretary who will circulate it at least 14 days before being submitted to a vote.

10. COMPLAINTS

- a) It shall be the responsibility of the team coaches, or executive committee where appropriate to resolve issues and concerns in a fair manner between players, players and coaches or between parents and either players or coaches or any other member. All members can find a copy of the complaints procedure on our website^[1]

11. DATA & CHILD PROTECTION

- a) All contact information will be kept securely.
- b) The club adopts the Volleyball England^[2], Child Protection Policies.

12. GENERAL

- a) Any eventuality not covered by the rules shall be left to the discretion of the Committee.

[1] – <http://www.wessexvolleyball.com>

[2] – <http://www.volleyballengland.org>