



PORTLAND UNITED FOOTBALL CLUB



Grove Road, Portland, Dorset. DT5 1DP

Email: secretary@portlandunitedfc.uk

CONSTITUTION AND STANDARD CLUB RULES

Club Rules

1. NAME

The club shall be called **Portland United Football Club**.

2. OBJECTS

- (a) The objects of the Club shall be to provide facilities, promote the game of Association Football, to arrange matches and social activities for its members and community participation in the same.
- (b) To provide and maintain a club house for social and other entertainment including the supply and selling of intoxicating liquor to members only.
- (c) The recreational facilities of the Club shall be made available, whenever possible, to any interested organisation within the local community.

3. STATUS OF RULES

These rules (the "Club Rules") form a binding agreement between each member of the Club.

4. 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/membership of The Football Association. The Rules and Regulations of The Football Association Limited and parent County Association and any League or competition to which the club is affiliated for the time being shall be deemed to be incorporated into the Club Rules.
- (b) No alteration to the Club Rules shall be effective without prior written approval by the club committee.
- (c) The Club will also abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct, Equal Opportunities and Anti - Discrimination Policy as shall be in place from time to time.

- (d) A copy of these club rules shall always be displayed at the Clubhouse and every member shall bound by them.
- (e) The club has at least 25 members.
- (f) The club is established and conducted in good faith as a club.
- (g) That under the rules of the club persons may not be admitted to membership or be admitted as candidates for membership to any privileges of membership without any interval of at least two days between their nomination for membership and their admission.
- (h) Persona becoming members without prior nomination or application may not be admitted to the privileges of membership without an interval of at least two days between their becoming members and their admission.
- (i) Alcohol is not supplied or intended to be supplied to members on the premises otherwise than by or behalf of the club.

6. CLUB MEMBERSHIP

- (a) The members of the club shall be those personal listed in the register of members (the Membership Register) which shall be maintained by the appointed person.
- (b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to the Club. Election to membership shall be at the sole of the Club Committee. Membership shall become effective upon an applicant's name being entered in the Membership Register.
- (c) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- (d) The Football Association and parent County Association shall be given access to the Members Register on demand.
- (e) The Club shall always operate a strict non-discriminatory policy.
- (f) Members of the club may introduce guests and entertain then in the clubhouse. Members must enter the name and address of such guests in the book provided and kept in the clubhouse for that purpose. Guests are not allowed to purchase any drinks in the club.
- (g) Any members of a club, association or team and their supporters participating in any organized competition or game with the club will be given temporary membership of the club in order that they can enjoy the facilities provided.
- (h) No person whose application for membership has been declined or who has been expelled from the club shall be introduced as a guest.
- (i) Subject to the provisions of the Licensing Act, permitted hours for the sale and supply of intoxicating liquor shall be decided by the Committee and notified to the appropriate persons in accordance with the Licensing Acts. **No** persons under the age of eighteen shall be permitted to purchase intoxicating liquor.
- (j) The Committee shall have the power to close the ground and clubhouse to members on such occasions, as they deem necessary.

7. ANNUAL MEMBERSHIP FEE

- (a) An annual fee payable by each member shall be determined, from time to time by the Club Committee. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.
- (b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the club.

8. RESIGNATION AND EXPULSION

- (a) A member shall cease to a member of the Club if, and from the date on which he/she gives notice to the Club Committee of their resignation.
- (b) The Club Committee shall have the power to expel a member when in their opinion it would not be in the interest of the club for them to remain a member. Any decision to expel a member will require at least two thirds of the Committee then present to vote in favour of expulsion. There shall be no appeal procedures.
- (c) A member who resigns or is expelled shall not be entitled to claim any or a share of any of the Club Property.

9. CLUB COMMITTEE

- (a) The Club Committee shall consist of the following Club Officers: Chairperson, Vice Chairperson, Treasurer, Secretary and Minutes Secretary plus other members elected at an Annual General Meeting.
- (b)
 - (i) Each Club Officer and Club Committee Members shall hold office from the date of appointment until resignation vote of no confidence or exception circumstances as described in b(ii) and b (iii) which will be resolved at an Extraordinary Committee meeting the exceptions to the rule are the positions of Chairman, Secretary and Treasurer who will be elected for a team of three years. One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the Chairperson or in their absence the Secretary. The quorum for the transaction of business of the Club committee shall be five.
 - (ii) Exceptional circumstances would be classified as any legal situation relating to club matters, which would bring the club into disrepute.
 - (iii) Any legal situation relating to matters outside of the club, but which might bring the club into disrepute.
- (c) Decisions of the Club Committee of meetings shall be entered into the minutes of the club to be maintained by the designated Committee member.
- (d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 3 days' notice to all members of the

Club Committee. The Club Committee shall hold not less than four meetings a year.

- (e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.
- (f) Save as provided for the Rules and Regulations of The Football Association and the County Association to which the Club is affiliated, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.
- (g) The Committee shall have the power at any time to fill any vacancy among, the officers of the club and elect new members to the Committee. Any officer so appointed shall hold office until the next Annual General Meeting and shall be eligible for re-election.
- (h) Any matter not governed by the club rules shall be left to the discretion of the Committee.

10. ANNUAL AND SPECIAL GENERAL MEETING

- (a) An Annual General Meeting (AGM) shall be held in each year to:
 - i. Receive a report of the activities of the Club over the previous year
 - ii. Receive a report of the Clubs finances over the previous year
 - iii. Elect the members of the Club Committee.
 - iv. Election of officers and life members
 - v. Amend of change club constitution or rules
 - vi. Consider any other business.
- (b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 7 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 7 days before the meeting. Only the Committee shall have the power to recommend any person for Honorary Life Membership.
- (c) A Special General Meeting (SGM) may be called at any time by the Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing signed by not less than twelve members stating the purpose for which the meeting is required, and the resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.
- (d) The Secretary shall send to each member at their last known address written notice via newsletter of the date of a General Meeting together with the resolutions to be proposed at least 7 days before the meeting.
- (e) The quorum for a General Meeting shall be five.
- (f) The Chairperson, or in their absences the Vice Chairperson shall take the chair. Each member present shall have one vote and a simple majority shall pass resolutions. In the event of an equality of votes the Chairperson of the meeting shall have a casting vote.
- (g) The Minutes Secretary, or in their absence a member of the Club Committee, shall record minutes of General Meeting and keep a file copy.

- (h) The meeting shall be held no later than 30th September.

11. CLUB TEAMS

- (a) At its first meeting following each AGM, the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report on the activities of the team.
- (b) The appointed member shall be expected to attend coaching courses as selected by the Committee.

12. CLUB FINANCES

- (a) A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be the Club Chairperson the Club Secretary, the Treasurer and any other person so agreed by the Committee. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- (b) The income and assets of the Club (the Club Property) shall be applied only in furtherance of the objects of the Club.
- (c) The Club Committee shall have power to authorise the payment of expenses to any member of the Club and to any other person or persons for services rendered to the Club.
- (d) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time. This will be in accordance with the club's financial year, which runs from 1st June until 31st May.
- (e) The Club Property other than the Club Account, shall be invested in not less than two and no more than four Trustees, who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the minute Book shall be conclusive evidence of such a decision.
- (f) The Trustees shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed by a three quarters majority at an Annual General Meeting or Special General Meeting.
- (g) On their removal or resignation, a Trustee shall execute a Conveyance in such form as is published by The Football Association from time to time to a newly elected Custodian or the Existing Trustee as directed by the Club Committee. On the death of a Trustee, any Club Property vested in them shall vest automatically in the surviving Trustees. If there is only one surviving Trustee a Special General Meeting shall be convened as soon as possible to appoint another Trustee.
- (h) The Trustees shall be entitled to an indemnity out if the Club Property for all expenses and other liabilities reasonably incurred by them carrying out their duties.

13. DISSOLUTION

- (a) A resolution to dissolve the Club shall only be proposed at a General Meeting or Special Meeting and shall be carried by a majority of at least three quarters of the members present.
- (b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.
- (c) No money or property of the club or any gain from the activities held at the club shall be applied other than for the benefit of the club as a whole or for some charitable purpose chosen by the Committee.

Portland united Football Club

Chairperson: Matt Lucas
Vice Chairperson: Gary Bailey
Minutes Secretary: Mark Coleman
Treasurer: Alan Rodgers
Club Secretary: David Ring

This above document was agreed and ratified by Portland United Football Club Committee on 10/05/2022



Signed..... Matthew Lucas (Chairman)



Signed David Ring (Secretary)