

### **16 FEATHERS BADMINTON CLUB**

#### **1. CLUB NAME AND AFFILIATION**

The club will be called the *16 Feathers Badminton Club* and will be affiliated to BADMINTON England through the Swindon & District Badminton Association

#### **2. AIMS AND OBJECTIVES**

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in badminton to all members.
- To play and promote the club and badminton within the local community.
- To provide duty of care and protection to all club members.
- To make sure all club members, present and future are treated equally and fairly

#### **3. MEMBERSHIP**

Membership of the club shall be open to anyone interested in badminton on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

#### **4. MEMBERSHIP FEES**

Membership fees will be set annually and agreed by the 16 Feathers Badminton Club Committee at the Annual General Meeting.

Fees will be paid biannually by subscription.

#### **5. OFFICERS OF THE CLUB**

The officers of the club will be:

- Chairperson
- Secretary
- Treasurer
- Coach
- Other Committee Members

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment. It is recommended that officers only complete 5 consecutive terms of office.

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## 16 Feathers Badminton Club – Club Constitution

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### 6. COMMITTEE

The club will be managed through the Management Committee consisting of:

- *Chairperson, Secretary, Treasurer, Match Secretary & 6 other committee members.* Only these posts will have the right to vote at meetings of the Management Committee.
- The Management Committee will be convened by the Secretary of the club and held no less than 4 times per year.
- The quorum required for business to be agreed at Management Committee meetings will be at least 5 members (50% of the group).
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- The Management Committee will have powers to appoint sub-committees and working groups as necessary and appoint advisers to the Management Committee as required to fulfil its business.
- 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 which will be conducted in accordance with the BADMINTON England Disciplinary Regulations.

### 8. FINANCE

All club monies will be banked in an account held in the name of the 16 Feathers Badminton Club.

The Club Committee will be responsible for the finances of the club which will be managed by the Treasurer.

The financial year of the club will end on 31<sup>st</sup> January annually

A statement of accounts will be presented by the Treasurer at the Annual General Meeting each year and audited annually.

Any cheques drawn against club funds will be signed by authorised signatories.

### 9. ANNUAL GENERAL & OTHER MEETINGS

Notice of Annual General Meetings will be given by the Club Secretary. Not less than 14 days' notice to be given to all members. The notice of AGM will be communicated via the club website and a direct communication (letter or email) to all voting members.

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## **16 Feathers Badminton Club – Club Constitution**

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The AGM will receive a report from officers of the Management Committee and a statement of the annual accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be at least 25% of the current membership

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

Members of the Club also have the right to call an Extraordinary General Meeting, which must be called for by at least 50% of the membership and communicated with 14 days' notice.

### **10. SAFEGUARDING YOUNG PEOPLE**

The 16 Feathers Badminton Club Committee agree to adopt the BADMINTON England Child Protection Policy and Implementation Procedures. All individual members are deemed to have assented to the BADMINTON England Child Protection Policy and Code of Ethics and Conduct ("Code") and as such recognise and adhere to the principles and responsibilities embodied in these documents.

### **11. DISCIPLINARY & APPEALS**

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal.

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## **16 Feathers Badminton Club – Club Constitution**

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The club will work to best practice in dealing with disciplinary issues as laid down in the BADMINTON England Disciplinary Regulations.

### **12. DISSOLUTION**

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 will become the property of BADMINTON England or Swindon & District Badminton Association.

### **13. CONSTITUTION CHANGES**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

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