



Pegswood FC Club Constitution

1. Name

The club shall be called **Pegswood Football Club** ("the Club").

2. Objects

The objects of the Club shall be to provide facilities, promote the game of Association Football, and arrange matches, training, and social activities for its members, while encouraging community participation in the same.

3. Status of Rules

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

4. Rules and Regulations

(a) Members shall exercise their rights, powers and duties in accordance with the Rules and Regulations of The Football Association ("The FA"), the Northumberland FA ("Parent County Association"), and any competitions in which the Club participates.

(b) No alteration to the Club Rules shall be effective without prior written approval from the Parent County Association.

(c) The Club will also abide by the FA's Safeguarding Children Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti Discrimination Policy as shall be in place from time to time.

5. Club Membership

(a) Members shall be those persons listed in the Membership Register maintained by the Club Secretary.

(b) Membership applications must be submitted on the Club's Membership Application Form. Election to membership is at the discretion of the Club Committee and must comply with FA equality and anti-discrimination policies. Appeals follow the Club's Complaints Procedure.

(c) Resignation or expulsion results in removal from the Membership Register.

(d) The FA and Parent County Association shall be given access to the Membership Register on demand.

6. Annual Membership Fee

(a) Annual fees shall be determined by the Club Committee and set at a level that does not pose a significant obstacle to participation. Fees are payable on joining and annually thereafter.

(b) The Club Committee may levy additional subscriptions where reasonably necessary.

7. Resignation and Expulsion

(a) A member ceases membership upon written notice of resignation or if fees are more than two months in arrears.

(b) The Club Committee may expel a member if it is in the interests of the Club. Appeals follow the Club's Complaints Procedure.

(c) A member who resigns or is expelled shall not be entitled to claim any, or any share of, any, of the income and assets of the Club (the Club Property).

8. Club Committee

(a) The Club Committee shall consist of the following Officers:

- Chairperson
- Treasurer
- Secretary
- Welfare Officer (required for youth teams)
- Plus up to five additional elected members.

(b) Officers hold office until the next AGM unless otherwise resolved at an EGM. One person may hold no more than two Officer roles.

The Committee is responsible for all Club affairs. Decisions are made by simple majority; the Chairperson has a casting vote in the event of a tie. Meetings shall be chaired by the Chairperson, or in their absence the Vice Chairperson or Secretary if no Chairperson has been appointed. The quorum for Committee meetings shall be three.

(c) Committee decisions shall be recorded in the Minute Book.

(d) Any Committee member may call a meeting with seven days' notice. At least four meetings shall be held per year.

(e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between AGMs shall be filled by a member proposed by one (1) and seconded by another one (1) of the remaining Club 2 Committee members and approved by a simple majority of the remaining Club Committee members.

(f) The Committee shall decide all questions and disputes not otherwise covered by FA or County FA rules.

(g) The position of a Club Officer shall be vacated if such a person is subject to a decision of the FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.

9. Annual and Extraordinary General Meetings

(a) An AGM shall be held annually to:

- (i) Receive a report of Club activities over the previous year.
- (ii) Receive a report of the Club's finances over the previous year.
- (iii) Elect the Club Committee.
- (iv) 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 21 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 21 days before the Meeting.

(c) An EGM may be called at any time by the Club 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 five (5) senior members, stating the purposes for which the Meeting is required, and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

(d) The Secretary shall use whatever method/s of communication he/she considers most effective to give notice of the date of a General Meeting (whether an AGM or EGM) together with the resolutions to be proposed at least 14 days before the Meeting.

(e) 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 21 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 21 days before the Meeting.

(f) An EGM may be called at any time by the Club 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 five (5) senior members, stating the purposes for which the Meeting is required, and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

(g) The Secretary shall use whatever method/s of communication he/she considers most effective to give notice of the date of a General Meeting (whether an AGM or EGM).

(h) The quorum for a General Meeting shall be 10 voting members.

(i) The Chairperson (or a Committee-appointed member) shall chair the meeting. Each member has one vote; simple majority applies. The Chairperson has a casting vote.

(j) Members under 18 may not vote; one parent/guardian may vote on their behalf.

(k) Minutes shall be recorded by the Secretary.

10. Club Teams

Following each AGM, the Committee shall appoint a Club member to manage each team. Team managers must provide a written report before the next AGM.

11. Club Finances

(a) The Club shall maintain a bank account in the name of Pegswood Football Club. Signatories shall be the Chairperson, Secretary, and Treasurer. Two signatures are required for withdrawals. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

(b) The Club shall prepare an annual Financial Statement verified independently. The Club shall keep accounting records for at least six years.

(c) The Club Property shall be applied only in furtherance of the objects of the Club. The distribution of profits or proceedings arising from the sale of Club Property to members is prohibited.

(d) The Committee may authorise remuneration or expenses for services rendered (excluding payment for playing).

(e) The Club Committee shall control all assets of the Club and make any purchases or disposals as it sees fit in the running of Pegswood Football Club.

(f) The property and funds of the Club cannot be used for the direct or indirect private benefit of its members other than as reasonably allowed by this rule.

(g) The club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, reasonable away match expenses, post-match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

(h) The Club may also in connection with the sports purposes of the Club:

(i) Sell and supply food, drink and related sports clothing and equipment.

(ii) Employ members (although not for playing) and remunerate them for providing goods and services, on fair terms set by the Club Committee without the person concerned being present.

(iii) Pay for reasonable hospitality for visiting teams and guests.

(iv) Indemnify the Club Committee and members acting properly in the course of running the Club against any liability in the running of the Club (but only to the extent of its assets).

12. Dissolution

(a) A resolution to dissolve the Club requires a three-quarters majority at a General Meeting.

(b) The Committee shall wind up the Club's affairs.

(c) Any surplus assets shall be transferred to another Club, Competition, the Parent County Association, or The FA for community sports use.

13. Safeguarding & Welfare

The Club shall appoint a Welfare Officer responsible for safeguarding, DBS compliance, and liaison with Northumberland FA.

14. Digital Communications

The Club shall maintain a policy governing WhatsApp groups, social media, and communication with parents and players.

15. Codes of Conduct

All players, parents, coaches, and volunteers must sign the FA Codes of Conduct annually.

