

BASINGSTOKE BULLS KORFBALL CLUB

RULES AND CONSTITUTION

1. NAME

1.1. The name of the club shall be Basingstoke Bulls Korfball Club, hereafter referred to as the "Club".

2. PURPOSE AND INDIVIDUAL RESPONSIBILITY

2.1. The purpose of the Club is to:

- (i) foster and promote the sport of Korfball at all levels, providing opportunities for recreation and competition;
- (ii) provide effective organisation and management through the Committee in support of the players and the teams;
- (iii) provide the means for the continued growth and development of the Club in all respects;
- (iv) promote the sport of Korfball in the local area, whilst maintaining the integrity of the Club;
- (v) ensure that the Club's activities remain at all times within the current policies and guidelines of the International Korfball Federation (IKF), the English Korfball Association (EKA) and the relevant area korfball association.

3. OFFICERS OF THE CLUB

3.1. All the Officers of the Club shall serve in an honorary capacity for one year after which they may seek re-election.

3.2. No person under the age of sixteen years may be elected as an Officer of the Club.

3.3. All Officers shall be elected at the Annual General Meeting (AGM) and will constitute the Committee, with the exception of team captains.

3.4. The Officers of the Club shall be the following:

- (i) Chairperson
- (ii) Secretary
- (iii) Treasurer
- (iv) Match Secretary
- (v) Social Secretary
- (vi) Publicity Officer
- (vii) Head Coach
- (viii) Development Officer
- (ix) 1st Team Captain
- (x) 2nd Team Captain

4. GENERAL MEETINGS

4.1 The Annual General Meeting (AGM) shall be held each year, with all members receiving at least fourteen days notice in writing of each meeting.

4.2. The ordinary business of the AGM shall be to:

- (i) approve the minutes of the previous AGM and the minutes of any Extraordinary General Meetings (EGMs) held since the previous AGM;

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- (ii) receive the Chairperson's report;
- (iii) receive the Treasurer's report;
- (iv) receive the Secretary's report;
- (v) elect the Officers in accordance with Rule 3.4;
- (vi) elect the Honorary Auditor for the ensuing year, and receive proposals for the amendment of the Club's Rules and Constitution.

4.3. Nominations for the various Officer posts subject to election at the AGM shall be received by the Secretary prior to the day of the AGM and each such nomination must be submitted with the consent of the member being nominated.

4.5. Any member wishing to raise an issue at the Annual General Meeting shall give notice of such business in writing to the Secretary at least fourteen days before the meeting.

4.6. The wording of any proposed amendments to the Rules and Constitution of the Club shall be submitted to the Secretary at least fourteen days before the date of an AGM, and the Secretary shall circulate a copy of each such proposal to the members at least three days before the meeting, including the names of the proposer and seconder.

4.7. The Secretary shall circulate minutes of each AGM and EGM as soon as possible thereafter.

4.8. Extraordinary General Meetings may be requested by not less than six members, at least two of whom must be Officers of the Club, who shall inform the Secretary accordingly. The Secretary shall provide at least fourteen days notice of the EGM to all Club members, together with details of each proposed resolution and the names of the proposer and seconder.

4.9. Only registered members of the Club shall be entitled to vote at AGMs and EGMs. Each such member shall be entitled to one vote on each issue. For a proposed change in the Club's Rules and Constitution to be approved, at least two-thirds of those members entitled to vote must vote for the variation. For other issues requiring a vote to be taken, decisions will be taken based on a straight majority vote. In the event of a tied vote in the latter instance, the Chairperson shall be entitled to exercise a second and casting vote.

4.11. Voting shall be by a show of hands unless a secret ballot on a particular issue is deemed necessary by the chairperson, prior to the vote.

5. ADMINISTRATION

5.1. The Club shall be governed by the Committee and shall consist of the Officers elected at the AGM.

5.2. The Chairperson shall call a minimum of four meetings per calendar year, giving at least 10 days notice to Officers.

5.3. Decisions at Committee meetings shall be taken by majority voting, with the Chairperson being entitled to a second vote in the event of a tied vote on any issue.

5.4. Minutes of every Committee meeting shall be kept by the Secretary and shall be open to inspection by other Club members, on request.

5.5. Any registered Club member shall be entitled to attend a Committee meeting as an observer and may only take part in the discussion of any item with the prior permission of the Chairperson.

5.6. Any vacancy arising on the Committee may be filled by the Committee, or an individual nominated by the Committee, as a temporary measure until the next General Meeting.

5.7. The quorum for the Committee shall be four Officers, one of whom must be the Chairperson or acting Chairperson.

5.8. The Committee shall have the power to appoint sub-committees if considered to be in the best interests of the Club and, in each such instance, shall determine the sub-committee's remit and membership.

Last updated 26/05/2011

5.9. The Committee shall have the power to co-opt members to the committee, each of whom will have full voting rights.

5.10. The Committee shall have the power to appoint the Club coaches.

6. SELECTION OF TEAMS

6.1. The selection of teams shall be agreed between the head coach and team captain.

6.2. In the event of a selection disagreement or any dissatisfaction over team selection or tactics, the head coach shall be the final arbiter.

6.3. Team captains will be appointed by the individual squads at the start of the season

7. FINANCE

7.1. Basingstoke Bulls Korfbal Club shall adhere to accounting requirements at least equivalent to those of the Charities Acts in force at the time relevant to the projected income and expenditure levels of the Club. These include:

- (i) the keeping of adequate accounting records for Basingstoke Bulls Korfbal Club;
- (ii) the preparation of annual statements of income and expenditure and a balance sheet;
- (iii) the auditing of the accounts by an Honorary Auditor appointed at the AGM, who shall not be an Officer of the Club;
- (iv) the recording of all financial transactions on a day-by-day basis, with sufficient explanations to enable proper accounts to be prepared at any time;
- (v) the retention of prime documents in support of financial transactions for at least three financial years;
- (vi) the recording of the assets and liabilities of the Club;
- (vii) the application of all income towards the furtherance of the club's aims and objectives. Income shall not be distributed amongst the individual members of the club.

7.2. The Club shall appoint bankers and all income shall be deposited in the account(s) opened at the bank.

7.3. The Committee shall appoint bank signatories, two of whom shall be the Chairperson and the Treasurer.

7.4. The financial year for the club shall commence on 1 May and end on 30 April the following year.

7.5. The Treasurer shall present the draft final accounts for each completed year to the appointed Honorary Auditor, together with all supporting documents, to enable the audit to be completed in time for the AGM.

8. TEAM COLOURS

8.1. The team colours shall be red, yellow and black.

9. LIABILITY

9.1. Basingstoke Bulls Korfbal Club shall take out insurance cover appropriate to its activities, with the level of cover being reviewed by the Committee from time to time. No personal accident insurance cover shall be provided for Club members and individual members shall be advised to arrange their own cover if considered to be necessary.

10. CHILD PROTECTION

10.1. Basingstoke Bulls Korfbal Club shall abide in all respects, and at all times, with the EKA's current Child Protection Policy and recommended practices.

11. BEHAVIOUR OF MEMBERS

11.1. Basingstoke Bulls Korfbal Club expects every member to behave in an exemplary manner. Any behaviour falling short of these standards will be the subject of detailed investigation by the Committee or a sub-committee appointed by it for this purpose, and that committee or subcommittee shall have the power to impose sanctions on any player who is found to have behaved in a manner falling short of the standards set. Such sanctions shall be in line with the gravity of the misdemeanour, with expulsion from the Club a possibility.

11.2. Every member of the Club will be required to sign an undertaking to abide by any Code of Conduct introduced by the Club.

11.3. All fines incurred by the Club resulting from the action of an individual member will be paid by the member concerned.

11.4. In exceptional circumstances, the Committee may refuse membership to individuals based on past events. This could include expulsion, unpaid fees, disciplinary action, or other documented negative behaviour at a prior club.

11.5. In the event that a member accrues significant long-term debt to the club, proportional action may be taken, including suspension or expulsion. However, the Committee must seek a sensible compromise if the member demonstrates genuine financial hardship.

12. DISSOLUTION

12.1. Basingstoke Bulls Korfbal Club may be dissolved by a resolution passed by at least two-thirds of the members present and eligible to vote, at an Extraordinary General Meeting convened for the purpose and in respect of which at least fourteen days notice has been given to all members in writing by the Secretary. Such resolutions shall give instructions for the disposal of any assets held by, or in the name of, Basingstoke Bulls Korfbal Club, provided that, if any property remains after the satisfaction of all debts and liabilities, such property shall not be paid to, or distributed among, the members of Basingstoke Bulls Korfbal Club, but shall be given or transferred to such other charitable institutions, or institutes, having objects similar to some or all of the objects of Basingstoke Bulls Korfbal Club and, if insofar as effect cannot be given to this provision, then to some other charitable purpose.