

Aztecs Junior Football Club Constitution

Club Mission Statement

Since its inception in 1973, Aztecs Junior FC has been developed within South Cambridgeshire. Over the years, membership of the Club has spread to youngsters from areas outside of its current base of Linton, Cambridgeshire.

Football at youth level has been recognised to be an integral part of Cambridgeshire and District Football. It has also been recognised that younger ages should be taught the game in an increasingly coherent, tolerant, safe and organised manner.

Aztecs Junior FC has a responsibility for the administration, education, development and discipline of the game at the grass roots level.

As a result of its ambitions to achieve Chartered Development status, there is a need for the Club to put in place, a more structured constitution, a statement of which follows.

1. Name

The club shall be called AZTECS Junior Football Club (the Club). The Club colours shall be green and black.

2. Aims and Objectives

The objectives of the Club shall be to:

- encourage participation in and enjoyment of grass roots football
- develop the skills of all participating players and officials
- provide a positive and safe environment to play grass roots football
- provide facilities for arranged matches and training
- promote sportsmanship and fair play in young footballers, officials and parents irrespective of gender, race, religion or social status
- arrange social activities for its members and community participation

3. Status of Rules

These rules (the Club Rules) form a binding agreement between the Club and its members.

4. Rules and Regulations

(a) The affairs of the club shall be controlled and managed by the members and shall so exercise their rights, powers and duties and shall, where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Football Association Limited ("The FA"), County Football Association to which the Club is affiliated ("Parent County Association") and Competitions in which the Club participates, for the time being in force.

(b) No alteration to the Club Rules shall be effective without prior written approval by the Parent County Association. The FA and the Parent County Association reserve the right to approve any proposed changes to the Club Rules.

(c) The Club will also abide by The FA's Child Protection 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

Members of the club can exist in different forms. The following roles are deemed members of the Club: Officers, Committee Members, Registered Players, Parents / Guardians of Players.

Specifically, Players Club Membership shall be from ages 5 to 11 for developmental football and from ages 12 to 20 for competitive youth football.

(a) The members of the Club from time to time shall be those persons listed in the register of members (the Membership Register) which shall be maintained by the Club Registration Secretary.

(b) Any person who wishes to be a member must apply on the Membership Application Form within the Registration Documents and deliver it to the Club. Election to membership shall be at the discretion of the Club Committee and granted in accordance with the anti-discrimination and equality policies which are in place from time to time. An appeal against refusal may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time. 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 and lose their vote immediately.

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

(e) Voting rights are granted to Committee members, one vote per paid up player (by a parent / guardian or a player of Aztecs JFC over the age of 18), team managers / coaches and any other members who have paid the annual registration fee.

(f) Non executive positions are Club President and Vice Life Presidents who are honoree members of the club but have no voting rights.

(g) *Aztecs JFC have an open membership policy, all are welcome to join the Club as a player when places come available'.*

6. Annual Registration Fee

(a) An annual fee payable by each member shall be determined from time to time by the Club Committee. The annual fee covers training costs & match fees. Club Committee Officers and Committee Members who do not have a registered player with the club are not required to pay an annual fee.

Any fee shall be payable on a successful application for registration 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 fulfill the objectives of the Club.

7. Resignation and Expulsion

(a) A member shall cease to be 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 interests of the Club for them to remain a member.

- (c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property in the event that the club is dissolved.
- (d) The Club owns 100% of all the Club's assets
- (e) Teams must be represented at 50% of all club meetings per season by a manager/ assistant/parent. Failure may result in the club withdrawing the team from the league, or the team manager relieved of their duties.

8. Club Committee

- (a) The Club Committee shall consist of the following: Club Officers: Chairperson, Vice Chairperson, Treasurer, Secretary, Club Welfare Officer, a Mini Soccer and a Colts Manager plus up to 7 other members, elected at Annual General Meeting.
- (b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting unless otherwise resolved at a Special General Meeting. 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 vote 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 vice-chairperson. The quorum for the transaction of business of the Club Committee shall be seven.
- (c) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
- (d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than 7 days' notice to all members of the Club Committee. The Club Committee shall hold not less than five meetings a year including an AGM.
- (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. Anyone thus elected would be subject to re-election at the AGM in the same manner as all other committee members.
- (f) Save as provided for in 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.

9. Annual and Special General Meeting

- (a) An Annual General Meeting (AGM) shall be held in each year no later than the 30th June to:
 - (i) receive a report of the activities of the Club over the previous year
 - (ii) receive a report of the Club's finances over the previous year
 - (iii) elect the members of the Club Committee
 - (iv) consider any other business.

In cases of reported abuse, maintain total confidentiality. Information must only be shared on a need to know basis i.e. with people who need to know to ensure the child's health, welfare and development.

Note: All persons involved in grassroots football have responsibilities to report any suspected or alleged cases of abuse to the relevant Club Welfare Officer. It is not the official's responsibility to decide whether or not a player has been abused.

11. GRIEVANCES

Parents or players with complaints should address them in writing to the Club Secretary. The complainant may be invited to attend a meeting of the Discipline Committee whose decision shall be final.

12. DISCIPLINE

(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 seconded, both of whom must be a 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) 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 five members stating the purposes 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 an email to each member or written notice if email is not available of the date of a General Meeting together with the resolutions to be proposed at least 14 days before the Meeting.

(e) The quorum for a General Meeting shall be seven.

(f) The Chairperson / Vice Chair, or in their absence a member selected by the Club Committee shall take the chair. Each member shall have one vote and resolutions shall be passed by a simple majority.

If a Member is not available to attend then they will be able to vote by proxy, either by post or email (or other approved methods as the club may introduce over time) by informing the Club Secretary of their vote, no later than 24 hours before the agreed time of the meeting.

In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.

(g) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

10. Player Protection

The Club will appoint a Child Welfare Officer. All club members, players and player's parents to be advised of the Child Protection Officer's contact details.

The Club and its officials agree and acknowledge that the Safeguarding Children Policies and Procedures plus all associated Policies and any amendments thereto shall be binding on the club.

ALL Club members including players, officials, spectators or parents/guardians must abide by the club's codes of conduct.

The Club must make sure all of its officials are fully conversant with the Club's Safeguarding Children Policies and Procedures, plus all associated Policies

The Club must make sure all of its officials are fully conversant with the club's Constitution and Rules and the Cambs FA Constitution and Rules.

The Club must protect all players and officials from all forms of abuse.

The Club must accept that all officials must report concerns in respect of any suspected abuse.

The Club is committed to eradicating bad practice.

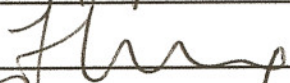
The Club will implement all proposals or amendments in respect of player protection policies.

5. The constitution shall be reviewed on a periodic basis, initiated by the Club Secretary. Approval of the constitution shall be by no fewer than five (5) current serving members of the Committee including the serving Chairman, Vice-Chairman and Secretary, before submission to the Cambs FA".

This Constitution is adopted by the following Members on the 26 day of June 2013.

Club Members

Name:  M. PETERS CHAIRMAN

Name:  J. LONG SECRETARY.

Name:  President ' G BREWER

Name: _____

Name: _____

Name: _____