



Football Section Rules and Regulations

01/01/2020

Mersham Sports Club Flood Street,
Mersham, Ashford, Kent, TN25 6NX
www.mershamsportsclub.com



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RULES AND BYLAWS

1. NAME:

The Football Section shall be known as “Mersham Sports Football Club” and shall have the status of an Affiliated Member Club of The Football Association (FA) by virtue of affiliation to The Kent County Football Association.

Mersham Sports Football Club is a subsidiary of Mersham Sports Club CIO, and is subject to the Constitution, Rules and Bylaws, and Discipline Procedure of Mersham Sports Club CIO.

Mersham Sports Football Club shall be known as “the Club” and Mersham Sports Club CIO as “MSC CIO”.

2. AIMS AND OBJECTIVES:

- (a) To foster and promote the sport of Cricket at all levels within the sport and within the community, by providing opportunities for recreation, coaching and competition.
- (b) To encourage all members to participate fully in the activities of the Club and MSC CIO.
- (c) To follow, where appropriate, rules and regulations laid down by the Football Association (FA) National Governing Body.
- (d) If the Club has applied for registration under the FA Charter Mark scheme then the Club will abide by the rules and regulations laid down by the awarding body.
- (e) To ensure that all members, playing and non-playing, abide by the FA Respect Code of Conduct and any future versions of the code.
- (f) To ensure a duty of care to all members.

3. MEMBERSHIP

- (a) Membership is of MSC CIO and all members will be subject to the regulations of it's Constitution, and will be deemed to accept these regulations and any Codes of Conduct and Discipline Procedure that has been adopted. The Constitution shall identify those members eligible to vote at any General Meetings.
- (b) Membership shall be open to anyone regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs; however, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- (c) MSC CIO may have different classes of membership and subscription on a non-discriminatory and fair basis, and will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- (d) Membership may be refused but only for good cause such as conduct or character likely to bring MSC CIO, the Club or sport into disrepute. Appeal against refusal may be made to MSC CIO who shall appoint an Appeals Committee to hear the appeal (refer to Discipline Procedure).



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- (e) Junior membership shall be by completion of a membership application form, payment of the relevant membership fee and by acceptance of the Code of Conduct / Set of Rules for Young People, before membership shall be deemed complete.
- (f) Senior membership shall be by completion of a membership form, payment of the relevant membership fee and by acceptance of the Senior Members Code of Conduct, before membership shall be deemed complete.
- (g) No person shall be eligible to take part in the business of the Club, or eligible for selection for any of the Club's sports teams, unless the appropriate membership has been paid and membership has been agreed.
- (h) Any member expelled, or otherwise ceasing to be a member, shall forfeit all such rights to, or claims upon, the Club or MSC CIO, its property or funds, as he otherwise would have by reason of membership. If having paid a membership fee, depending on circumstances, it may be returned otherwise membership fees are not refundable.

4. CLASSES OF MEMBERSHIP:

MSC CIO has three classes of membership available as follows:

- (a) Junior Member (under 18 years at the beginning of the current year).
- (b) Senior Member (18 years and over who actively take part in cricket offered by the club).
- (c) Non-Playing Member (coaches, team managers, etc.).

Senior Members and Non-playing Members shall be collectively known as Members and shall have the right to vote at any General meetings.

5. GUESTS, VISITORS, SUPPORTERS AND PARENTS / GUARDIANS / CARERS:

- (a) Members of visiting teams competing in events against Club teams, and their supporters, shall on the day of such event, be permitted entry to MSC CIO premises.
- (b) The parent / guardian / carer of a Junior Member shall be permitted entry to the premises as part of their junior membership and shall be bound and submit to the Constitution of MSC CIO and Parent and Carers Code of Conduct.
- (c) Every guest, visitor and supporter shall be bound and submit to the Constitution of MSC CIO and Football Club Rules and Regulations.
- (d) The Club has the right to refuse admission to any such guest, visitor or supporter at their absolute discretion, but only for good cause such as conduct or character likely to bring the Club or sport into disrepute.
- (e) No person whose membership has been terminated, or whose application for membership has at any time been rejected, shall be admitted as a guest.



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6. OFFICERS OF THE CLUB:

The Executive Officers shall be as follows:

- (a) Chairperson
- (b) Secretary
- (c) Treasurer
- (d) Data Officer
- (e) Welfare Officer
- (f) Head of Coaching

7. ELECTION OF OFFICERS:

All Executive Officers shall be elected at the Annual General Meeting of the Club from, and by, the membership.

All Executive Officers shall be elected for a period of one year, but shall be eligible for re-election to the same office, or to another office, the following year.

Each candidate shall be proposed and seconded.

If unable to attend the meeting, proposers may submit their nomination in writing to the Secretary together with assurances that the nominees are willing to stand.

Should there be more than one nomination for any one post then there shall be a ballot of the members present. A simple majority is all that is required.

More than one post may be held by any one person.

8. MANAGEMENT COMMITTEE:

The affairs of the Club shall be conducted by a committee comprising the Executive Officers of the Club.

Only these members of the Committee shall be entitled to vote at Committee meetings. The Committee will be convened by the Secretary and shall meet at agreed intervals and not less than four times per year. The quorum required for business to be agreed at Committee meetings shall be three.

They shall maintain and have custody of a list of members playing for teams or being coached.

An elected Committee member ceases to be such if he or she ceases to be a member of MSC CIO, resigns from their office by written notice, or is removed by the Committee for good cause. The member concerned may appeal against removal (refer to Discipline Procedure).

The duties of the Committee shall be:

- (a) To control the affairs of the Club on behalf of MSC CIO.
- (b) To keep accurate accounts of the finances of the Club through the Treasurer.
An annual Statement of Accounts shall be provided to MSC CIO together with any excess funds.
Accounts should be available for reasonable inspection by members and should be audited before every Annual General Meeting.



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- (c) The Club shall maintain a bank current account and the following Officers shall be authorised to sign cheques: any one from the Chairperson, Treasurer or Secretary.
- (d) The Secretary shall conduct the correspondence of the Club, have custody of all documents belonging to the Club and keep full and correct minutes of all proceedings of the Club.
- (e) The Welfare Officer, who shall be responsible for the protection and support of young people, will act as a first point of contact for any person who has a concern about child welfare and protection.
- (f) To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

The Committee has the power to:

- (a) Raise funds by setting match and coaching fees, appeals and grants.
- (b) Provide coaching, training, first aid, social and other facilities.
- (c) The Club Committee may adopt, subject to approval by MSC CIO, rules and regulations relating to the operation of the Club.
These may be amended by the Club Committee but any amendments must comply with the requirements of any governing/awarding bodies as they may be amended from time to time.
In the case of any conflict between the provisions of the Club's rules and regulations, and the requirements of a relevant governing/awarding body, the governing/awarding body's requirements shall take precedence.
No alteration to the rules and regulations shall be made except at the Club Annual General Meeting or at a Special General Meeting convened for that purpose, and only if supported by a majority of those eligible members present and voting at such meeting.
- (d) Co-operate with, or affiliate to, any bodies regulating, organising or involved with sports adopted by the Club.

None of the above powers may be used other than to advance the aims and objectives of the Club in a manner consistent with the requirements of MSC CIO and General Law.

9. GENERAL MEETINGS:

At all General Meetings, the Chair will be taken by the Chairperson or, in their absence, by a deputy appointed from the Committee.

Decisions made at a General Meeting shall be a simple majority vote from those eligible members present and voting at the meeting.

In the event of equal votes, the Chair shall be entitled to an additional casting vote.

A quorum for a General Meeting shall be eight members and any two from the Executive Officers of the Club.



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The Annual General Meeting:

The Football Club year will run from 1st September to 31st August and the A.G.M. shall be held not later than the end of January the following year.

Written notice (specifying the date, time and place of the meeting) of twenty-one days shall be given by posting the notice on the club notice board and website.

Members must advise the Secretary in writing of any other business to be moved at the A.G.M. at least fourteen days before the meeting.

The Secretary shall circulate or give notice of the agenda for the meeting not less than seven days before the meeting.

The business of the Annual General Meeting shall be to:

(a) Confirm the minutes of the previous A.G.M. and any Special General Meetings held since the last A.G.M.

(b) Receive the accounts for the year from the Treasurer.

(c) Receive the annual report of the Committee from the Secretary.

(d) Elect the Executive Officers of the Club.

All Executive Officers shall be elected for a period of one year, but shall be eligible for re-election to the same office, or to another office, the following year.

(e) Review Club match and coaching fee rates and agree them for the forthcoming year.

(f) Transact such other business as received and included in the agenda.

Special General Meetings:

The Committee may call a S.G.M. of the Club at any time, and shall be bound to do so on receiving a request in writing signed by five or more members. At least seven days' notice of a S.G.M. shall be given by posting a notice on the club's notice board and on the website specifying the business to be transacted, the date, time and place of the meeting.

10. ALTERATIONS TO THE RULES AND REGULATIONS:

Any proposed alteration to the Club rules and regulations may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal.

Any alteration or amendment must be proposed by, and seconded by, a member of the Club.

Such alterations must be supported by a majority of those eligible members present and voting at the meeting, assuming that a quorum has been achieved.

Any alteration or amendment must be agreed by MSC CIO.

11. FINANCE:

(a) All Club monies shall be banked in an account in the name of the Club.

(b) The Treasurer shall be responsible for the finances of the Club and for providing a report on the financial position as required by the committee.

(c) The financial year will end on 31st August.



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- (d) The Treasurer shall present an annual Statement of Accounts at the Annual General Meeting.
- (e) Any cheques drawn against club funds should hold the signature of the Treasurer, Chairman or Secretary.
- (f) All monies for membership subscriptions are to be paid directly to Mersham Sports Club CIO.
- (g) All monies in excess of the Club's basic requirements are to be paid to Mersham Sports Club CIO.

12. DISCIPLINE AND APPEALS:

All members are required to comply with the current Mersham Sports Club CIO Discipline Procedure.

13. DISSOLUTION:

- (a) If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.
- (b) If at that Special General Meeting the resolution is carried by at least two-thirds of the voting membership present at the meeting, The Committee shall thereupon, or at such a date as shall have been specified in the resolution, proceed to realize the assets of the Club and discharge all debts and liabilities of the Club.
- (c) The committee will then be responsible for the orderly winding up of the Club's affairs.
- (d) After settling all liabilities of the Club, the committee shall dispose of the net assets remaining to Mersham Sports Club CIO.

14. DECLARATION:

Mersham Sports Football Club hereby adopts these Rules and Regulations as a current operating guide regulating the actions of the Club.

Mr. Malcolm Smithers

Club Chairman

01 January 2020

Mrs. Lesley Ann Lloyd

Club Secretary

01 January 2020