

# CHASETOWN FC SUPPORTERS CLUB RULES

As approved by the Members at the scheduled Annual General Meeting on Friday 1<sup>ST</sup> February 2019, starting at 7pm.

## 1.0 The Supporters Club's Year and Audit.

- 1.1 The Supporters Club's financial year will be from the 1st September until the 31<sup>st</sup> August. The Accounts will be presented at the Annual General Meeting which will be held on the first Friday in February of the same financial year.

## 2.0 The Committee.

- 2.1 The Committee shall exist of not less than four (4) members, and no more than ten (10) members, elected by the membership of the Supporters Club.
- 2.2 The committee members will be fully subscribed members and be prepared to be actively involved in the activities of the Supporters Club and agree to work voluntarily and are not be entitled to travel and subsistence expenses.
- 2.3 Nominations for election to the committee, are to be proposed and seconded by existing committee members, and are to be made in writing or email and must be in the hands of the Chairperson seven (7) days prior to the appropriate meeting.
- 2.4 The committee will elect a Chair from amongst its elected members.
- 2.5 The committee shall have the power to co-opt members to serve on the committee to fill vacancies. Any co-opted members will automatically retire at the next general meeting but may offer themselves for re-election. Should the elected members fall below four (4) a Extraordinary General Meeting will be called to fill the outstanding vacancies.
- 2.6 Any committee member who fails to attend three (3) consecutive committee meetings, without reasonable explanation will be contacted to assess their continued commitment.
- 2.7 The authority to pledge the credit of the supporters club to the extent of funds available and to enter into contracts or agreements and to make payments by or on behalf of the supporters club is vested solely in the committee. The committee shall not commit the supporters club beyond the assets of the supporters club.
- 2.8 The committee shall have the authority to create sub committees for any specific purpose.

## 3.0 General Meetings

- 3.1 Fourteen (14) days prior notice of the Annual General Meeting of the Supporters Club shall be given to members. A minimum seven (7) days prior notice will be given for an Extraordinary General Meeting.
- 3.2 At the Annual General Meeting of the Supporters Club, each committee member may offer themselves for re- election or resign. Co-opted members will automatically retire but may offer themselves for re-election. In the event of more than ten (10) members wanting to be on the committee then a ballot will be held and the ten (10) candidates with the highest number of votes will be deemed to be elected.

- 3.3 An Extraordinary General Meeting of the Supporters Club shall be held at such times as may be determined by the committee, or by written request of a minimum of twenty five (25) or 25% of members, whichever is the lower of the Supporters Club.
- 3.4 At any meeting, voting shall be by a show of hands or by ballot paper, whichever procedure is deemed most suitable by the Chair. The Chair shall have no vote at any meeting except in the case of a tie.
- 3.5 The committee may invite any person to attend its Annual General or Extraordinary General Meetings in a non-voting capacity.
- 3.6 Only current paid up members who have been members for more than twenty eight (28) days may vote at the Annual General Meeting or Extraordinary General Meeting.

#### 4.0 Committee Meetings

- 4.1 The Supporters Club Committee shall meet at least six (6) times per year at venues and times determined by the committee.
- 4.2 The committee may invite any person to attend its meeting in a non-voting capacity.
- 4.3 Questions arising at a committee meeting shall be decided by a majority of votes. In the case of an equal vote, the Chair shall have the casting vote.

#### 5.0 Membership

- 5.1 Membership is open to any person who:-
  - a) Is a supporter of Chasetown F.C.
  - b) Has an interest in Chasetown F.C.
  - c) Agrees to be bound by these Rules and the Constitution.
  - d) Is not subject to any football related ban or disciplinary action.
  - e) Has an interest in attending official organised events organised by the supporters club.
- 5.2 The committee will decide and issue a form of application for membership. Members are to pay an annual subscription of such a sum, and payment method, as the committee shall decide.
- 5.3 Every candidate will complete the membership form and agree to make payment as decided by the committee.
- 5.4 All applications and proposals may be considered by the committee at their discretion to decide whether the candidate should be considered for membership.
- 5.5 Membership shall be renewable annually from 1<sup>st</sup> September each calendar year.
- 5.6 In the event of a member making a payment to the supporters club for an excursion fare, match ticket or other organised event and subsequently failing to turn up, any repayment of the moneys received will be at the discretion of the committee.
- 5.7 If any payment made by a member by cheque for any reason is not honoured upon presentation in addition to making good any payment still due, the member concerned will be liable for any administrative bank charges incurred.
- 5.8 The committee shall have the power to reprimand, suspend, or expel and member who shall infringe any rule or who's conduct shall, in their opinion, render themselves unfit for membership. Before any suspension, the member concerned will be given the right to explain their conduct to the committee. A suspended member shall forfeit all right of

membership during suspension. No expelled or suspended member shall be entitled to the return of any part of their membership fee.

5.9 No member may use the name or title of supporters club without the authority of the committee.

5.10 Other than travel arrangements made by the officials or authorised for that purpose, no financial liability will be accepted by the supporters club for any transport arranged by the member or any group of members, nor will any such arrangements fall within the scope of any insurance cover arranged by the supporters club.

## 6.0 Officers

6.1 The committee shall appoint, Chairperson, Vice Chairperson, Treasurer and Secretary, combining positions if deemed necessary from amongst its elected members.

## 7.0 Quorum

7.1 The quorum at committee meetings of the supporters club shall not be less than four (4) members, one of which must be the Chair or Vice Chair.

7.2 The quorum at an Annual General Meeting or Extra Ordinary General Meeting shall not be less than twenty five (25) or 25% of the membership, whichever is the lower.

## 8.0 Finance

8.1 The Supporters Club shall have a General Account at a bank to be determined by the committee and all cheques drawn on that account to have at least two (2) of the signatures of the Chair, Vice Chair or Treasurer.

8.2 Separate accounts may be opened for specific purposes at the discretion of the committee, provided that a minimum of two (2) signatures is always required.

8.3 The committee shall appoint another committee member as Assistant Treasurer in order for the accounts to be prepared for the Annual General Meeting should the need arise.

## 9.0 Alteration

9.1 Alterations to these rules may only be made if the assent of a majority of those committee members present and voting is received at a special meeting of the committee convened for that specific purpose.

9.2 A resolution for the alteration of the rules shall be received by the Secretary at least seven (7) clear days before the meeting of which clear notice in writing shall be given by the Secretary to the committee and shall include notice of the proposed alterations.

9.3 Any such amendment shall subsequently be adopted or amended or repealed at the next General Meeting of the supporters club by 75% of the members present who are entitled to vote.

10.0 Expulsion from the Committee

10.1 Committee Members may be suspended or expelled from the committee for refusing to comply with the provisions of any of these rules or for any other cause deemed by the committee to justify such suspension or expulsion.

10.2 Any expelled committee member will be ineligible for re-election for a period as determined by the committee. The decision will be given to the expelled member in writing, along with their right to appeal against the expulsion.

11.0 Relationship with the Football Club

11.1 The committee will represent the views of the membership by means of meetings with the football club.

11.2 The Supporters Club will be represented by officers of the committee at such meetings.

12.0 Unspecified Matters

12.1 Any matter not covered by the above rules shall be dealt with by the committee.