



WINCHESTER NETBALL CLUB CONSTITUTION

1. Title

The club shall be called Winchester Netball Club and shall be affiliated to England Netball and to the Southampton Netball Association.

2. Aims & Objectives

2.1 To promote the personal development for all club members, participants, volunteers and officials of the Club in relation to netball and, where appropriate, provide routes to opportunities to enhance and increase individual skills.

2.2 The aims and objectives of the club are to:

- Promote netball and the club within the local community
- To offer coaching and competitive opportunities in netball
- Manage training sessions
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment.

3. Membership

3.1 Membership of the club shall be open to any person aged 14 years or over (to be reviewed June 2016) and upon completing a membership application form and paying the relevant subscription, as determined by the club, providing the status of membership is "open";

3.2 Membership status is "closed" when player numbers are at full capacity.

3.3 Potential new members will be invited to train with the club for a trial period of three weeks. A payment (£10) to cover all three weeks will be due at the end of the first training session attended. Once the trial period is complete, the coach/es and/ or club captain will speak with the person involved to confirm whether a place can be offered within a team. Upon accepting the position offered, the trial is over and the person is then required to pay monthly fees and affiliation to England Netball and is considered a member of Winchester Netball Club.

3.4 Subscription should be paid before the deadline set.

3.4.1 Renewing members: Fees are due by the deadline. If fees are not paid by the required date and the club is in a "closed" state, renewal will not be automatic/considered until the club is "open" to new members again. These individuals will not be given preference; membership is on a first come first served basis.

3.4.2 Members leaving due to pregnancy should make their intentions (to re-join or not) known to the Club Captain and/or Treasurer. Places can then be put aside. Members were asked to note that in the event they left due to pregnancy, when they returned, they may not necessarily be able to re-join their original team.

3.4.3 Members leaving due to injury should make their intentions (to re-join or not) known to the Club Captain and/or Treasurer. Places can then be put aside. Members were asked to note that in the event they left due to injury when they returned, they may not necessarily be able to re-join their original team.

3.4.4 Members may resign from membership at any time by giving one month's notice to the Club Secretary/Treasurer

3.5 There shall be two classes of membership available. Full Member (FM) and Non Resident Student (NRS) Both forms of membership include all match fees,

3.5.1 FM: A person residing in Winchester throughout the year

3.5.2 NRS: A person in full time education residing in Winchester during term time only. Any member paying the NRS membership is not entitled to train with the club during Easter, Christmas and Summer holidays, unless they wish to pay an additional fee and this should be discussed with the club treasurer prior to attending training during this time.



WINCHESTER NETBALL CLUB

- 3.6 Club Officers shall be entitled to discounted fees in proportion to the work that is undertaken. Officers may choose not to take the reduction on offer if they so wish but it is made available as an incentive for members to fill roles in the future. The following reductions are available.

Club Chair & Club Captain 50%
Treasurer 40%
Secretary & coaching secretary 30%
Umpire secretary 20%

4. Executive Officers

- 4.1 The Executive Officers of the Club shall be as follows:
Chair
Club Captain
Secretary
Treasurer
Umpiring Secretary
Coaching Secretary

5. Election of Executive Officers

- 5.1 All officers shall be elected at the Annual General Meeting of the Club from, and by, any of the members of the Club.
5.2 All Executive Officers are elected for a period of one year.
5.3 Executive Officers can be re-elected
5.4 Election shall be dependent upon the outcome of a netball specific DBS check in accordance with England Netball's policy on Recruitment, Selection and Retention of Persons with Access to Young People.

6. General Committee

- 6.1 The affairs of the Club shall be controlled by a General Committee comprising of the Executive Officers of the Club and other Members. The Chair will ensure all teams are represented on the General Committee. The General Committee shall comprise:
- 6.1.1 Executive Officers
 - 6.1.2 Individual Team Captains
 - 6.1.3 Individual Team Vice Captains or, if there is no Team Vice Captain, a Team Committee Representative
 - 6.1.4 Co-opted additional members as the Committee feels is necessary
- 6.2 The duties of the General Committee shall be:
- 6.2.1 To control the day to day affairs of the Club on behalf of the Members
 - 6.2.2 To make day to day decisions on the basis of a simple majority vote. In the case of equal votes, the Chair shall be entitled to an additional casting vote.
 - 6.2.3 To ensure that any decision that effects the 'enjoyment of the members' netball' is fully discussed with members and where appropriate members are asked to vote on a proposal put forward to the members by the committee.
 - 6.2.4 To keep accurate accounts of the finances of the Club through the Treasurer. These should be available for reasonable inspection by Members. The Club shall maintain a bank current account and the following Officers shall be authorised to sign Club cheques: Treasurer, Secretary
 - 6.2.5 Ensure all monies/assets donated to the club or paid to the club will be used entirely for the club. Any surplus (or profit) at year end will be re-invested back into the club
 - 6.2.6 The income and Property of the Club shall be applied solely towards promoting the Club's objects as set forth in this constitution and no portion thereof shall be paid or transferred, directly or indirectly, to the Members of the Club
 - 6.2.7 To co-opt additional members of the Committee as the Committee feels this is necessary. Co-opted members shall be entitled to a vote on the Committee.



WINCHESTER NETBALL CLUB

7. Meetings

- 7.1 General Committee meetings shall be convened by the Secretary. The Committee shall meet as required but not less than 4 times a year.
- 7.2 The quorum for the transaction of business at General Committee meetings shall be five.
- 7.3 The Annual General Meeting (AGM) of the Club shall be held no later than the end of September each year. 14 days' notice shall be given to Members of the AGM by posting a notice on the Club website. Members must advise the Club Secretary, in writing, of any business to be moved at the AGM at least seven days prior to the meeting.
- 7.4 The business of the AGM shall be to:
 - 7.4.1 Confirm the minutes of the previous AGM and any Special General Meetings held since the last AGM.
 - 7.4.2 Receive the audited accounts for the year from the Treasurer
 - 7.4.3 Receive the annual report of the Officers and Team Captains from the Secretary
 - 7.4.4 Elect the Executive Officers of the Club (in accordance with 5.2, 5.3 and 5.4 of this constitution)
 - 7.4.5 Review Club subscription rates and agree them for the forthcoming year
 - 7.4.6 Transact any other business which has been received in writing (in accordance with 7.3 of this constitution)
- 7.5 The quorum for AGM meetings shall be 75% of members present and eligible to vote.
- 7.6 Nomination of candidates for election of Executive Officers shall be made in writing to the Secretary at least 7 days in advance of the AGM date.
- 7.7 At the AGM the chair will be taken by the Chair or, in his/her absence, by the Club Captain.
- 7.8 Decisions made at the AGM shall be by a majority of votes from those Full Members (in accordance with 3.5.1.) attending the meeting. In the event of equal votes, the Chair shall be entitled to an additional casting vote.
- 7.9 Each Full Member of the Club shall be entitled to one vote at the AGM.
- 7.10 Special General Meetings may be convened by the General Committee, or on receipt by the Chair of a request in writing, from not less than three Full Members of the Club. At least 21 days' notice of the meeting shall be given.

8.0 Alterations to the Constitution

- 8.1 Any proposed alterations to the Club Constitution may only be considered at the AGM or Special General Meeting, convened with the required written notice of the proposal (in accordance with 7.3). Any alterations or amendments must be proposed by a Full Member of the Club and seconded by another Full Member.
- 8.2 Alterations proposed at the General Meeting shall be agreed by a simple majority of votes from those Full Members (in accordance with 3.5.1.) attending the meeting. In the event of equal votes, the Chair shall be entitled to an additional casting vote.

9.0 Dissolution

- 9.1 If, at any AGM of the Club, a resolution be passed calling for the dissolution of the Club, the Chair 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.
- 9.2 If, at that Special General meeting, the resolution is carried by at least 75% of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.



- 9.3 In the event of the dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies:
1. A registered charitable organisation(s)
 2. Another Club which is registered CASC
 3. The sport's national governing body for use by them for related community sports
- 9.4 After discharging all debt and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the Full Members of the Club but shall be given or transferred to some other voluntary organisation having similar objectives to the Club.

10.0 Equity policy statement

- 10.1 This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

- 10.2 The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

11.0 Anti-Bullying

Winchester Netball is committed to creating and maintaining an environment in which all people involved in netball are free from bullying. As such we support and adhere to England Netball's policy on Anti-Bullying.

12.0 Disciplinary

All club members, coaches, volunteers, committee members and officers will abide by the club's Code of Conduct,

- 12.1 The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse. All club members, volunteers, coaches, committee members and officers have a responsibility to oppose discriminatory behaviour and/or bullying and promote equality of opportunity. Failure to do so will result in action being taken

- 12.2 The club will deal with any incidence of discriminatory behaviour seriously, according to sections 12.3 to 12.5 of this constitution.

Instances of misconduct will be dealt with in three categories:

- Minor misconduct
- Gross misconduct
- Bullying

- 12.3 Minor misconduct comprises instances born out of "heat of the moment" situations, minor disagreements between two members of the club (including volunteers, coaches, etc.) and situations which do not involve (or have been communicated to) members "outside" Winchester Netball Club. These situations will be dealt with by the Chair and will involve the relevant Team Captain (if applicable) and the persons concerned. Depending on the circumstances either a written or verbal warning may be given to the persons concerned. The club will apply a "three strikes and you are out" approach for individuals involved in Minor misconduct situations.

- 12.4 Gross misconduct comprises situations between multiple club members (including volunteers, coaches, etc.), situations communicated (either written or verbal) or concerning persons



WINCHESTER NETBALL CLUB

"outside" Winchester Netball Club, harassment, abuse and/or intimidation. These instances will be dealt with by the Chair but will be fully investigated and discussed (discussions minuted) with all Executive Officers (see 4.1) of the Club. All individuals involved in instances of Gross Misconduct will be asked to refrain from attending training and matches until a resolution has been forthcoming. Warnings for Gross misconduct will always be written and will serve as a first and final warning.

12.5 Bullying will be dealt with in accordance with England Netball's Anti-Bullying policy. Please refer to England Netball's Anti-Bullying Policy

12.6 Right of appeal
Should individuals receive either a written or verbal warning, they will have the right to appeal any decisions/recommendation made within 14 days of said warning. Any such appeals will be considered by the Executive Officers at a meeting convened within 7 days of receipt of any such appeal. The individual/s concerned will be entitled to bring another current club member, either a Full member or NRS member, to this meeting with a view to reaching a resolution. The identity of this accompanying member will be required to be disclosed by the individual when their initial appeal is lodged.

13.0 Safeguarding

Winchester Netball fully endorses England Netball's best practice policies for safeguarding. Please refer to England Netball's Safeguarding policy.

14.0 Social Media

Winchester Netball fully endorses England Netball's advice/guidance and recommendations on the use of Social Media and Electronic Communication. Please refer to England Netball's Social Media & Electronic Communication guidance.

15.0 Declaration

Winchester Netball Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed

Chair - WNC

Signed

Club Captain - WNC