

PORTSMOUTH BADMINTON CLUB CONSTITUTION

1. THE CLUB

This constitution relates to the Portsmouth Badminton Club, (previously known as Milton Nomadic Badminton Club) hereinafter called "the Club".

2. ADMINISTRATION

The Club shall be administered by a Management Committee (hereinafter called "the Committee") which shall direct and manage the affairs of the Club and shall be deemed to have delegated to it the necessary authority to do so.

3. OBJECTIVES OF THE CLUB

The objectives of the Club shall be:

- a) to provide the facility for its members to enjoy healthy, competitive badminton.
- b) to enable insofar as is possible every member who so wishes to play in a representative Club team.

4. OFFICE BEARERS

The office-bearers of the Club shall be the Chairman, the Treasurer, the Secretary, the Fixtures Secretary, the Club Captain, and the Welfare Officer.

5. MANAGEMENT COMMITTEE

- 5.1. The Management Committee shall comprise the Chairman, the Treasurer, the Secretary, the Fixtures Secretary, the Club Captain, and the Welfare Officer together with up to two Club Members and all shall be elected each year at the Annual General Meeting.
- 5.2. The Committee shall meet for a minimum of twice each year.
- 5.3. Notice of a meeting of the Committee shall be given by the Secretary to every member of the Committee at least seven days before the date of the meeting.
- 5.4. The quorum for meetings of the Management Committee shall be three, two of which must be office-bearers of the Club.
- 5.5. The Chairman shall have a casting vote in addition to his/her normal vote.
- 5.6. In the absence of the Chairman those members present shall elect a Chairman for the meeting.

6. FINANCE

- 6.1. The annual subscription, match fee and visitor fee shall be determined by the Management Committee and recommended for adoption by the Annual General Meeting of the Club.

- 6.2. The Treasurer in consultation with the Chairman and the Secretary shall have authority to determine the annual subscription for any player joining the Club partway during the season.
- 6.3. The annual subscription shall be payable by members by the due date determined by the Management Committee which shall be empowered to offer a reduction for prompt payment.
- 6.4. The financial year shall be 1st September to 31st August.
- 6.5. The Club accounts shall be presented to a meeting of the Management Committee at or near the end of the financial year and shall then be presented (and made available for inspection) to the Annual General Meeting for information and approval.
- 6.6. A Club member will be appointed at the Annual General Meeting to examine the books and accounts and ensure that the Club's accounts are being properly administered.
- 6.7. The office-bearers of the Club shall be given a payment to offset expenses which shall be recommended to the Management Committee and approved by the Annual General Meeting of the Club and shall in addition be awarded a subscription rate of 50% of the annual subscription.
- 6.8. The Management Committee shall be authorised to determine payments to other members of the Club to offset expenses for any duties which they may undertake on behalf of the Club - *e.g.* match managers.
- 6.9. The Club shall hold a building society account in the name of the Chairman and the Treasurer or nominated representative. The balance shall be maintained at a maximum of £3000. Any sums accrued above this amount or interest gained on this account shall be used to offset the annual running costs of the Club. Any withdrawals from this account shall be made jointly by the Chairman and the Treasurer and shall be reported to the Management Committee at its next meeting subsequent to any withdrawal.
- 6.10. The Club shall hold such bank accounts as determined necessary or appropriate by the Treasurer in consultation with the Management Committee. The Chairman, Treasurer and Secretary shall each be authorised as sole signatories to sign cheques.
- 6.11. The Officers of the Club shall not in any way be solely or jointly liable for any debts of the Club which shall be the responsibility equally of the whole membership.

7. GENERAL MEETINGS

- 7.1. The Club shall hold an Annual General Meeting in September each year and Club members shall be given a minimum of 14 days' notice of the date of the meeting.
- 7.2. The quorum for an Annual General Meeting shall be ten members of the Club three of which must be members of the Committee and two must be office-bearers.
- 7.3. In the absence of the Chairman those members present shall elect a Chairman for the meeting.
- 7.4. Ordinary and accepted rules of debate shall apply at all meetings and all questions shall be decided by a simple majority of votes by those present entitled to vote. In the case of an equality of votes the Chairman of the Management Committee or Chairman of the meeting shall have a casting vote in addition to his/her normal vote.
- 7.5. A Special General Meeting shall be called by the Secretary on the request of not less than ten members of the Club. At least ten days' notice shall be given to all members and such notice

shall state the business to be dealt with at a Special General Meeting.

8. REPRESENTATIVE CLUB TEAMS

- 8.1. The Club shall enter any leagues and competitions as determined by the Management Committee with recommendation by the Club Captain and the Fixtures Secretary in pursuit of the objectives of the Club.
- 8.2. Allocation of players to play in Club teams shall be by a Selection Committee which shall consist of the Team Captains of each of the teams entered that season, led by the Club Captain. In the event of a tie when voting on a matter, the Club Captain has the deciding vote.
- 8.3. All teams shall be elected by the Selection Committee with the proviso that any member of such Committee who represents another Club in the same competition shall step down from that particular selection without compensation.
- 8.4. All teams shall be managed by a Team Captain, who shall be empowered to select their players as they see fit, from their available squad. In the event of fixture clashes Team Captains should liaise with each other and the Club Captain to ensure any player is not accidentally selected to fulfill both fixtures. In the event of a disagreement, the Club Captain has the final decision.
- 8.5. Changes to selected teams and squads can be made by the Club Captain during the season to maintain the playing standard of the Club or allocate new players to teams.
- 8.6. All team selections and any subsequent changes shall be notified to the Secretary who shall maintain a record and report to the meetings of the Management Committee.

9. MEMBERSHIP

- 9.1. The Committee shall be empowered to admit persons as members who are interested in the objectives of the Club and who are of an appropriate standard to further the objectives of the Club.
- 9.2. Guests may be accommodated with prior agreement from an officer of the Club and shall be permitted to attend on four occasions upon payment of the agreed guest fee after which time the Committee shall decide whether to admit the person as a member of the Club.
- 9.3. The inviting Club member shall be responsible for notifying the Treasurer of any such attendance, ensuring the visitor signs the Visitor's Book and for the collection of the appropriate guest fee in the absence of the Treasurer and for ensuring the fee is handed to an Officer of the Club.
- 9.4. Student membership will be available for all players who are under twenty-five years of age on the 1st of January of the winter season to which the membership applies and are enrolled on a recognised full time education course.
- 9.5. Junior membership will be available for all players who are under eighteen years of age on the 1st of January of the winter season to which the membership applies.
- 9.6. The Secretary and Club Captain shall maintain a list of current members of the Club.
- 9.7. It is the responsibility of all Committee members under the guidance of the Welfare Officer to enforce the Safeguarding Policy of the Club, in conjunction with Badminton England

Safeguarding and Protecting Young People in Badminton Policy.

- 9.8. The Committee shall have the power to expel any member who offends against the Constitution or rules of the Club or whose conduct in the opinion of the Committee renders him/her unfit for membership of the Club. Before any such member is expelled, he/she shall be given the opportunity of appearing before the Committee to answer any complaints.

10. DISSOLUTION

- 10.1. If the membership of the Club at any time decides at a General or Management Meeting by a two-thirds majority of those present and voting that the Club shall be dissolved, a Special General Meeting shall be convened to review the decision at the earliest opportunity.
- 10.2. If at such a meeting it is decided by a simple majority of those present and voting that the decision shall be endorsed, then the Club shall thereupon be dissolved.
- 10.3. Thereupon the Treasurer shall, after the satisfaction of all proper debts or liabilities of the Club, apply the remaining assets of the Club as determined by the Special General Meeting.
- 10.4. Responsibility for any debts shall be as set out in paragraph 6.11 of this Constitution.

11. ALTERATION OF THIS CONSTITUTION

The provisions of this Constitution shall not be altered except upon a resolution of the Club at a General Meeting and the person presiding at the meeting shall not have the power to admit any such proposition of which insufficient notice has been given.

CLUB NIGHT GUIDELINES

1. Club Nights will operate with games and players being determined by selection from a 'ladder' board with the four players being selected from the next available names on the 'ladder' by the player at the bottom of the board.
2. The player selecting the game shall remove the name pegs for the four players chosen and is responsible for replacing them at the top of the 'ladder', winning pair first, (and ladies first too if applicable), losing pair second. The name pegs can be left on the board in the appropriate area.

3. If either the player selecting the game or a selected player is not available to start the game immediately, the player selecting the game (or next player on the list) shall move the unavailable player's name pegs so that they are the next player selecting the game after the one they've just missed.
4. The player selecting the game shall be responsible for returning the shuttle to the shuttle desk at the end of the game.
5. Exceptions can be made at the discretion of the Club Captain or Fixtures Secretary in order to prepare teams and/or pairings for upcoming competitions, providing this does not impair fellow club members taking part in the Club Night. This could simply be keeping a match pair together whilst they play against other club members.
6. When a Home Match is being played on a Match Night, match players must not then join in with the club play until the match is finished, although the discretion of a Club Officer can be used if it is not a busy night. Opposition players may be invited to take part in the remainder of the night, should a match conclude early.
7. Anyone wishing to invite a guest should ask a Club Officer in advance. They must ensure the guest's details are recorded in the guestbook (for insurance purposes) and give the appropriate guest fee to a Club Officer before the guest commences playing.
8. At the end of your evening it would be appreciated if you could put away the nets & posts, the benches & table, and remove any rubbish/drinks bottles. Club badminton games should all be completed by 9:30pm, and to have all members off premises by 9:50pm to maintain the goodwill of PGS.
9. Feel free to contact a Club Officer if there are any problems or you require information or advice.

THANK YOU - ENJOY YOUR BADMINTON

P.B.C. Committee