



# Great Linford Football Club

F.A. Charter Standard Club since 2003

**Chairperson**  
Tony Hawkins  
07859 055808

**General Secretary**  
Jackie Douglas  
07803 775769

**Treasurer**  
Harry Catharell  
07759 039148

**Welfare Officer**  
Harry Catharell  
07759 039148

**Junior Secretary**  
Peter McGuane  
07497 468010

**Youth Secretary**  
Dave Mundy  
07831 868184

**Adult Secretary**  
Keith Fox  
07976 840397

## Club Constitution

### 1. Name

The club shall be called Great Linford F.C. (the Club)

### 2. Objects

The objects of the Club shall be to provide the facilities and framework in order to promote the game of Association Football, to arrange matches and social activities for its members and to develop community participation in the same.

### 3. Status of Constitution

The constitution and club rules form a binding agreement between each member of the Club.

### 4. Rules & Regulations

(a) The members of the Club 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 (Berks and Bucks FA) and Competitions in which the Club participates, for the time being in force.

(b) No alteration to the Club Constitution 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

(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 Secretary.

(b) Any person who wishes to be a member must apply on the Membership Registration Form 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.

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

### 6. Annual Membership Fee

a) The Club Committee shall determine an annual fee payable by each playing member. Any fee shall be payable on a successful application for membership and annually by each playing member.

Fees shall not be repayable unless they are deemed by the committee to be exceptional circumstances.

c) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

### 7. Match Fee

The Club Committee shall determine a nominal match fee which will payable by each member included within the squad for that match - whether League fixture or friendly.





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## Club Constitution [cont.]

### 8. Resignations & Expulsions

- 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. A member whose annual membership fee or further subscription is more than 2 months in arrears shall be deemed to have resigned.
- b) The Club Committee shall have the power to expel a member when, in its opinion, it would not be in the interested of the Club for them to remain a member. There shall be no appeal procedures.
- c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.

### 9. Club Committee

- a) The Club Committee shall consist of the following Club Officers:  
Chairperson  
Vice Chairperson  
Treasurer  
General Secretary  
Club Welfare Officer  
All to be elected at an Annual General Meeting.  
Additionally, Secretaries shall be appointed for Junior, Youth and Adult age groups and other officers to number no more than 20 in total.
- 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.
- c) 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 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 Chairman or in their absence the Vice Chairman.
- d) The quorum required for the transaction of business by the Club Committee shall be five.
- e) Decisions of the Club Committee of meeting shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.
- f) 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.
- g) The Club Committee shall hold not less than six (6) meetings per year.
- h) An outgoing member of the Club Committee may stand for re-election.  
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 shall fill any vacancy on the Club Committee that arises between Annual General Meetings.
- i) 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.

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## Club Constitution [cont.]

### 10. Annual & Special General Meetings

- a) An Annual General Meeting (AGM) shall be held in each year to:
- receive a report of the activities of the Club over the previous year
  - receive a report of the Club's finances over the previous year
  - elect the members of the Club Committee
  - consider any other business
- 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 seconder, both of whom must be 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 to each member at their last known address written notice of the date of a General Meeting together with the resolution to be proposed at least 14 days before the Meeting.
- e) The quorum for a General Meeting shall be 5.
- f) The Chairperson, Vice Chairperson, or, in their absence, a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.
- g) The Minutes Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

### 11. Club Teams

At its' first meeting following each AGM, the Club Committee shall accept a Club member to be responsible for each of the Club's football teams as either manager or coach. The appointed members shall be responsible for managing the affairs of the teams in their charge. The appointed members shall represent their team members and parents and parent helpers at managers' meetings. The appointed members shall present a written or verbal report of the activities of the team to the Club Committee at regular managers' meetings and at its' last meeting prior to an AGM.

### 12. Club Colours

The Club Committee shall agree upon the colour of the Club shirts, shorts and socks and this scheme will be used by all teams representing the Club in all league matches and other competitions and will arrange supply of kit to each team. These colours will be registered with all affiliated Leagues where the Club's teams will be playing. The Club Committee shall agree upon change colours to be adopted by the Club which can be used in case of colour clashes with opposition. The Club Committee can agree to alter the Club colours at any stage but this will need ratification by the F.A. before they can be adopted.

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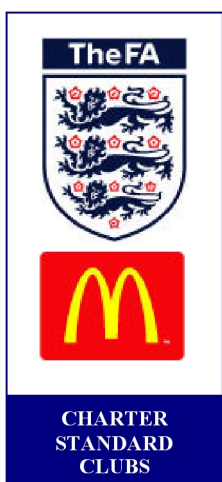
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## Club Constitution [cont.]

### 13. Club Finances

- a) A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be three of the following: Club Chairperson, Vice Chairperson, General Secretary and Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. Signatories may not be related by marriage or otherwise. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.
- b) The income and assts of the Club (the Club Property) shall be applied only in furtherance of the objects of the Club.
- c) The Club Committee shall have power to authorise the payment of remuneration and expenses to any member of the Club and to any other person or persons for services rendered to the Club.
- d) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.
- e) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer (the Custodians), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.
- f) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.
- g) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The Football Association from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee.
- h) On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, a Special General Meeting shall be convened as soon as possible to appoint another Custodian.
- i) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

### 14. Dissolution

- a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.
- b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.
- c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to the parent Association who shall determine how the assets shall be utilised for the benefit of the game. Alternatively, such assets may be disposed of in such other manner as the members of the Club with the consent of the parent Association shall determine.

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