

CONSTITUTION OF MONMOUTH PETANQUE CLUB

1. **NAME:** - The Club is called the Monmouth Petanque Club (herein after called "The Club").
2. **AFFILIATION:** - The Club is affiliated to the Welsh Petanque Association and accepts its policies and procedures.
3. **THE AIMS AND OBJECTIVES** of The Club are:
 - 3.1. To promote and play the sport of Petanque.
 - 3.2. To offer coaching and competitive opportunities for its members in the sport of Petanque.
 - 3.3. To further equal opportunities for all groups and individuals in the playing of Petanque.
4. **MEMBERSHIP:** - The Club consists of the officers and the members.
 - 4.1. The membership of The Club is open and not restricted on the grounds of sex, race, disability, political, religious or other opinions to any person who is prepared to accept and support the objectives of The Club.
 - 4.2. In accepting membership, a person agrees to abide by the constitution of The Club and the rulings of the Club Committee.
5. **MEMBERSHIP FEES:** -
 - 5.1. Membership fees shall be proposed by The Club's Committee for acceptance at an Annual or General Meeting.
 - 5.2. Annual membership fees fall due on 31st December of each year and are payable to the Club Treasurer.
 - 5.3. The Club Committee may recommend charges or subscriptions for consideration at an Annual or General Meeting.
 - 5.4. All Members of the Club must also be Members of the Welsh Petanque Association and their fee is included in the total Membership fee of the Club.
 - 5.5. Club Members under the age of 18 on the 31st December pay a reduced fee.
6. **OFFICERS.**
 - 6.1. The Officers of The Club are Chairman, Vice Chairman, Secretary, Treasurer and Club Captain.
 - 6.2. These Officers hold office for a calendar year, being elected annually at the Club Annual General Meeting (see Section 9). All Officers retire annually but are eligible for re-appointment.
 - 6.3. Any Committee vacancy occurring during the year may be filled by a Club Member selected by the remaining Committee Members.
7. **COMMITTEE.**
 - 7.1. The management of The Club is vested in the Committee.
 - 7.2. The Committee acts for the members. Liabilities incurred shall fall upon the membership (provided the Committee acts in accordance with the constitution, in honesty and good faith).
 - 7.3. The Club officers comprise the Committee.
 - 7.4. Meetings of the Committee shall be convened by the Secretary at quarterly intervals each year.
 - 7.5. Four Committee members comprise the quorum necessary for the transaction of business at Committee meetings.
 - 7.6. Every motion at a meeting of the Committee is determined by a majority vote of the Officers present and voting. Every Committee member has one vote. If necessary, The Chair of the meeting has an additional casting vote
 - 7.7. The interpretation of the Club constitution is vested in the Committee, which shall decide on all questions relating to the Club, save those specified in, or involving an amendment to the constitution.
 - 7.8. The Committee is responsible for considering any application for membership and shall decide if the application should be accepted. This decision is in accordance with a non-discriminatory policy.
 - 7.9. The Committee may employ professional advisors at its discretion.
8. **FINANCE.**
 - 8.1. All monies raised in the name of the Club are for the benefit of the Club and for no other purpose.

- 8.2. The Club Treasurer is responsible for keeping the financial records of The Club.
- 8.3. The financial year of The Club ends on 31st October of each year.
- 8.4. Proper accounts shall be kept of all sums of money received and paid out by the Club.
- 8.5. A statement of accounts, up to and including the 31st October, shall be presented at the Annual General Meeting of the Club.
- 8.6. The funds of the Club shall be deposited at a bank or building society in an account in the name of The Club, and all cheques, drafts etc., drawn on these accounts shall be signed by the Treasurer and one other Officer.

9. ANNUAL GENERAL MEETING AND OTHER MEMBERS MEETINGS.

Annual General Meeting

- 9.1. The Annual General Meeting (AGM) of The Club is held every year during the month of November, when the annual report of the Committee and the statement of accounts up to the end of the financial year shall be presented.
- 9.2. Not less than 30 days written notice of the date of the AGM shall be given to all members by the Secretary.
- 9.3. Only fully paid up Club members are entitled to attend and vote at the AGM
- 9.4. The Club members present at the AGM shall elect the officers of The Club for the forthcoming year.
- 9.5. Nominations for Officers and Resolutions to change the Constitution should be received by the Secretary not less than 14 days prior to the intended date of the AGM. Nominations and Resolutions require two signatures and shall only be accepted from persons eligible to vote at the AGM.

Members Meetings

- 9.6. Members Meetings can be called by an application in writing to the Secretary signed by not less than 25% of the eligible members. The Committee has the power to call a Members Meeting by decision of a simple majority of its members.

Voting

- 9.7. All Members are entitled to attend and vote at all meetings of the Club and shall have equal voting rights. A motion shall be carried by a simple majority of those present. If necessary The Chair has an additional casting vote.
- 9.8. The quorum for all Members Meetings is 25% of the voting membership.

10. DISSOLUTION PROCEDURE

The Club may be wound up on a resolution of the members, passed by a two-thirds majority at a meeting special convened for that purpose upon the request of 50% of members of the Club. At least 30 days notice of the meeting shall have been sent to all members of the Club. Any residual monies shall be disposed of by decision of the majority of Members at that Meeting.

28th November 2014