

## 1. NAME

The club will be called **Harborough LC Junior Badminton Club** ("the club") and will be affiliated to BADMINTON England.

## 2. AIMS AND OBJECTIVES

The aims and objectives of the club will be:

- ✎ To offer coaching and competitive opportunities in badminton.
- ✎ To be open to young people from Market Harborough and the surrounding area.
- ✎ To be open to all abilities of badminton.
- ✎ To encourage enjoyment of badminton whatever level members are at.
- ✎ To promote the club within the local community.
- ✎ To provide duty of care and protection to all club members.
- ✎ To make sure all club members are treated equally and fairly.

## 3. MEMBERSHIP

Membership of the club shall be open to anyone interested in promoting, coaching, volunteering or participating in badminton on application regardless of sex, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

Junior Membership will be open to aged 8 to under 18 (as classified by the criteria for school year 13).

The club will have an equitable pricing policy and will keep subscriptions at a price that will not pose a significant obstacle to people participating.

Members will be enrolled with Badminton England in one of the following categories:

- ✎ Junior member (i.e. Badminton England "The Racket Pack (U11)", "Junior Player".)
- ✎ Helper/volunteer/official of the Club (i.e. Badminton England "HVO").

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these Regulations and Codes of Practice that the club has adopted.

## 4. MEMBERSHIP FEES

Membership fees will be set annually and agreed by the Executive/Management Committee at the Annual General Meeting.

Fees will be paid monthly from September to June. If possible all payments to be by BACS.

## 5. OFFICERS OF THE CLUB

The officers of the club will be:

- ✎ Chairperson
- ✎ Secretary
- ✎ Treasurer
- ✎ Coaching Co-ordinator
- ✎ Welfare Officer # 1 (i.e. Main contact for the club in respect of Badminton England)
- ✎ Welfare Officer # 2
- ✎ First Aid leader
  - The posts of a Welfare Officer and First Aider can be combined.
- ✎ Junior member representative – up to three - optional
- ✎ Parent/Carer representative – up to two - optional

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment. The club recommends that officers only complete 5 consecutive terms of office.

## 6. COMMITTEE

The club will be managed through the Management Committee consisting of:

- ✎ All Officers of the Club who will have the right to vote at meetings of the Management Committee.
  - ✎ The Management Committee will be convened by the Secretary of the club and held no less than 3 times per year, ideally once in each school term.
  - ✎ The Management Committee will communicate and votes cast by email between meetings.
  - ✎ The quorum required for business to be agreed at Management Committee meetings will be four committee members.
  - ✎ The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
  - ✎ The Management Committee will have powers to appoint sub-committees and working groups as necessary and appoint advisers to the Management Committee as required to fulfil its business.
  - ✎ The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings which will be conducted in accordance with the BADMINTON England Disciplinary Regulations.
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## 7. CLUB POLICIES

The club adopts the following policies and Codes of Conduct (Appendix 1):

- ✦ BADMINTON England Equality Policy.
- ✦ BADMINTON England Safeguarding & Protecting Young People policy.
- ✦ BADMINTON England Codes of conduct for players, coaches, volunteers, officials and parents.
- ✦ Set of rules for children and young people.

## 8. FINANCE

All club monies will be banked in an account held in the name of the club.

The Club Committee will be responsible for the finances of the club which will be managed by the Treasurer.

The financial year of the club will end on 30<sup>th</sup> June.

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds must hold the signatures of the Treasurer plus one other officer out of a minimum of two authorised signatories from the management committee.

The club will operate on a paperless basis wherever possible.

## 9. ANNUAL GENERAL & OTHER MEETINGS

Notice of Annual General Meetings will be given by the Club Secretary. Not less than 21 clear days notice to be given to all members. The notice of AGM will be communicated via the club website and a direct communication (letter or email) to all voting members.

The AGM will receive a report from officers of the Management Committee and a statement of the annual accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be four parents of members.

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The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

Members of the Club also have the right to call an Extraordinary General Meeting, which must be called for by at least 50% of the membership and communicated with 21 days notice.

## 10. SAFEGUARDING YOUNG PEOPLE

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

## 11. DISCIPLINARY & APPEALS

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within **TEN** days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within **SEVEN** days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within **TEN** days of the Secretary receiving the appeal.

The club will work to best practice in dealing with disciplinary issues as laid down in the BADMINTON England Disciplinary Regulations.

## 12. DISSOLUTION

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of another local badminton club or school with similar objectives to those of the club.

## 13. AMENDMENTS TO THE CONSTITUTION

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

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**14. DECLARATION**

Harborough LC Junior Badminton Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED: 

DATE: 23 - MARCH - 2022

NAME: Steve Chapman

POSITION: Club Chairperson

Badminton England Membership no: 1283917

SIGNED: 

DATE: 23.03.22

NAME: Lynda Haynes

POSITION: Club Secretary

Badminton England Membership no: 1295176