

SWINDON SMASH BADMINTON CLUB

1. NAME

The club will be called *Swindon Smash 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 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 Badminton on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

Swindon Smash Junior Badminton Club is a subsidiary club or section of the club and as such will be subject to the regulations of the constitution and deemed to accept these regulations and codes of practice that the club has adopted.

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 in one of the following categories:

- 🏸 Full or adult member.
- 🏸 Student or concessionary member.
- 🏸 Junior member.

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: annually *or in two instalments*

SWINDON SMASH BADMINTON CLUB: CONSTITUTION

5. OFFICERS OF THE CLUB

The officers of the club will be:

🏸 Chairperson	Jason Harrison
🏸 Deputy Chairperson	Howard Patterson
🏸 Secretary	John Prothero
🏸 Treasurer	John Prothero
🏸 Head Coach	Howard Patterson
🏸 Assistant Coach	Jason Harrison
🏸 Welfare Officer	TBC
🏸 Social Secretary	Barbara Prothero

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment. It is recommended that officers only complete 5 consecutive terms of officeⁱ

6. COMMITTEE

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

- 🏸 *Chair Person, Deputy Chair Person, Secretary, Treasurer, Men's Captain, Ladies Captain, Mixed Captain, Social Secretary, and Junior Coordinators.* Only these posts 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 *4 times* per year.
 - 🏸 The quorum required for business to be agreed at Management Committee meetings will be: *5 members of the committee.*
 - 🏸 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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SWINDON SMASH BADMINTON CLUB: CONSTITUTION

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: *31st August* .

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 signature of the Treasurer or the Chairman, prior to signing any cheques the treasurer must gain written consent from the Chairman and the Deputy Chairman.

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 *25% OF THE MEMBERSHIP*.

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.

SWINDON SMASH BADMINTON CLUB: CONSTITUTION

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 14 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 NUMBER 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 NUMBER 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 Badminton England or some other Badminton club 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.

SWINDON SMASH BADMINTON CLUB: CONSTITUTION

14. DECLARATION

NAME OF CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE:

NAME:

POSITION: Club Chairperson

SIGNED:

DATE:

NAME:

POSITION: Club Secretary

ⁱ It is recommended good practice to rotate committee positions every 5 years, although not compulsory.