



TYFC CLUB CONSTITUTION

NAME: - The Club shall be called "Thamesview Youth Football Club" (TYFC) and shall be affiliated to the Kent County Football Association (KCFA).

OBJECT: - The Club's object is to provide Association Football for its members and such recreational pursuits as may be deemed desirable by the Clubs governing body, hereafter called the Committee.

OFFICERS: - The officers shall consist of President, Vice President, Chairperson, Vice Chairperson, Treasurer, Secretary and Social Secretary. All officers shall be elected at the Annual General Meeting (AGM) with the exception of President and Vice President. The President and Vice President shall be elected for a two-year period, but on alternate years to each other. Nominations for elected officers of the Club will be invited one calendar month before the date of the AGM and then closed a week prior to the AGM. Nominees must be suitably proposed and seconded. This procedure does not prevent nominations being made and accepted at the AGM. At the beginning of each season a Child Protection / Welfare Officer will be appointed and any matters pertaining to child protection / welfare MUST be reported to them IMMEDIATELY. TYFC will follow the guidelines set out by the FA in relation to the Child Protection Policy.

COMMITTEE: - TYFC shall be controlled by a Committee consisting of elected officers of the Club and as many Committee members as necessary, who will be elected at the AGM. Additional Committee members may be elected at any Committee meeting at the discretion and convenience of the serving Committee - generally there will be a maximum of three Committee members per squad. A Quorum must number six, of which two must be senior members of the Club. Potential new members of the Committee / Club shall be proposed and seconded by Club members and a character reference must be presented to the Committee accordingly. New members will be given a copy of the attached appendix upon joining. All committee members are required to be CRB checked.

AGM: - The AGM shall be held at the beginning of June each year or before the Medway News Youth League (MNYL) AGM, at the discretion and convenience of the serving Committee. Attendance is open to Committee and Parents alike.

EXTRA ORDINARY GENERAL MEETING: - An Extra Ordinary General Meeting may be called by a minimum of one third of the standing Committee members. The Secretary must be given at least SEVEN clear days notice (in writing) of any such meeting, and the letter must indicate the purpose of the meeting and desired outputs.

COMMITTEE MEETINGS: - The Committee shall meet once a month normally at the beginning of the month, or at the discretion and convenience of the serving Committee. A representative from each squad MUST attend the monthly meetings to relay back information and pay in subscriptions. Apologies for non-attendance must be given to the secretary prior to the meeting.

VOTING: - All attending the above meetings, with the exception of the President and Chairperson have the right to vote and will be entitled to register ONE vote, either by show of hands or paper vote. In the event of equal votes being registered the Chairperson will cast the deciding vote.

POWERS OF THE COMMITTEE: - The property and / or assets of TYFC shall be vested in the Committee. The Committee have the power to appoint sub committees for fund raising and social events as deemed necessary. All sub committee decisions / findings must be reported back to the Committee and their approval sought before implementation. The Committee shall have the power to suspend or expel any members considered guilty of any conduct prejudicial to the good name of TYFC, or any of the Football Associations ruling bodies.

DISCIPLINE: - A disciplinary panel may be formed to hear and discuss all conduct prejudicial to the rules laid down by the Club, MNYL and KCFA, as directed by the Committee. The right of appeal is available to the Committee.

MANAGER'S REPORTS: - It is the responsibility of each Team Manager to bring to the attention of the Committee incidents prejudicial to the good name of TYFC. Incidents of a serious nature should be reported to the Secretary as soon as possible. EVERY incident that could jeopardize the good name of the club MUST be reported to the Secretary immediately, including cautions and sending offs. Within 48 hours of any incident, a written account should be sent directly to the Secretary. The Document named 'Club Guidance' details the roles / responsibilities of new Committee members and Managers. A copy will be given to new managers upon joining TYFC. Managers must keep a copy of each player's playing record. This is to be given to the Secretary at every monthly meeting. Up to date records of each player's subscriptions must be available upon request by the Chairperson, Secretary or Treasurer.

FINANCE: - The elected Treasurer, representing the Committee shall keep proper record books of accounts. These accounts will be audited by a person or persons not associated with TYFC, ready for presentation and acceptance at the AGM. The Treasurer will present to the Committee a monthly statement of the Clubs Financial standing.

SUBSCRIPTIONS: - TYFC players will pay club subscriptions. A signing on fee shall be paid by the end of September, and the Committee at the AGM, or at their discretion shall decide the amount. All players shall pay the signing on fee each season. Each player shall pay a subscription fee for matches and training sessions. Any player owing money to the club should be reported to the Secretary, upon which a letter will be sent. In the event of a player not paying owed money, the player will be suspended from playing for the club until the matter is resolved. The club will initially pay fines incurred by a player. If within 14 days the payment is not reimbursed to the club, then the player will be suspended until the matter is resolved.

ATTENDANCE AT EVENTS: - Prior approval must be granted by the Committee for any tournament, event or social occasion where the name of TYFC is being used. It is expected that all committee members and team members support and attend organised events, unless having previously informed the Social Secretary of their non-attendance.

GENERAL BUSINESS: - Any contact with the MNYL, transfer of players, hire of pitches or any matters arising from / or with the hire of pitches can only be dealt with by the Secretary or their nominated representative. Any matters not covered by the foregoing Constitution and rules shall be dealt with by the Committee. The decision of which will be final and binding.