



Farnham United Football Club

Rules and Constitution (August 2007)

1. The club shall be called Farnham United Football Club.
2. The object of the Club is to provide facilities for and promote participation of the whole of the community in the sport of Association Football.
3. These rules (the Club Rules) form a binding agreement between each member of the Club.
4. **RULES AND REGULATIONS**
 - (a) The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/membership of The Football Association. The Rules and Regulations of The Football Association Limited and parent County Association and any League or Competition to which the Club is affiliated for the time being shall be deemed to be incorporated into the Club Rules.
 - (b) The Club will also abide by an approved Child Protection Policy and Procedure, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.
5. **CLUB MEMBERSHIP**
 - (a) Membership of the club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex, or disability except as a necessary consequence of the requirements of Association Football as a particular sport.
 - (b) The members of the Club shall be those persons listed in the register of members, including junior participating members, coaches and volunteers (the Membership Register) which shall be maintained by the Club Secretary or appointed member.
 - (c) Any person who wishes to be a member must apply on the Club Membership Application Form and deliver it to the Club. Election to membership shall be at the sole discretion of the Club Committee. Membership shall become effective upon an applicant's name being entered in the Membership Register.
 - (d) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
 - (e) The Football Association and parent County Association shall be given access to the Membership Register on demand.



(f) The club may refuse membership or expel from membership only for good and sufficient cause, such as conduct likely to bring the club or sport into disrepute. Appeal against such a decision may be made to the Club's members and decided by a majority vote.

6. ANNUAL MEMBERSHIP FEE

(a) An annual fee payable by each member shall be determined at the AGM by the Club Committee. Any fee shall be payable on a successful application for membership and annually by each member.

(b) Fees shall not normally be refunded. An application in writing, to the club secretary, is required stating the reason/s for the refund.

(c) Where cases of financial hardship occur over annual fees the Club Committee shall review these on a case by case basis.

7. RESIGNATION AND EXPULSION

(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) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.

8. CLUB DISCIPLINARY COMMITTEE

(a) The Club Disciplinary Committee shall, if a player is the person concerned, consist of the team manager of that player plus four members of the Club Committee. If the person concerned is not a player then the team manager shall be replaced by another member of the Club Committee.

(b) The Club Disciplinary shall meet as quickly as possible after an incident has occurred, normally within 21 days. The decision of the Club Disciplinary shall be made on a simple majority vote.

(c) Players shall attend the Club Disciplinary Committee whenever they receive a second yellow card in a season or red card while playing for the Club. The Club Disciplinary Committee shall investigate the circumstances and decide whether any further sanction is necessary. The further sanctions range from admonishment through suspension for a number of games to expulsion.



(d) The Club Disciplinary Committee may also meet on receipt of an adverse report on any person connected with the Club regardless of the receipt of red or yellow cards by the players.

(e) The decision of the Club Disciplinary Committee shall be reported in writing to the player, or person connected with the Club, under investigation within 14 days of the decision being made.

(f) An appeal against the decision of the Club Disciplinary Committee shall follow the formal appeals procedure.

9. CLUB COMMITTEE

(a) The Club Committee shall consist of the following named Club Officers voted in at the AGM: Chairperson, Treasurer, Club Secretary, Minutes Secretary, Welfare Officer, Fixtures Secretary, Registration Secretary and Volunteer Co-ordinator. The Club Committee may co-opt members at large onto the committee for specific tasks.

(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 an Extraordinary General Meeting. One person may hold no more than two positions of Club Officer at any time. 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 a member selected by the Club Committee. The quorum for the transaction of business of the Club Committee shall be five.

(c) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Minutes Secretary.

(d) 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. The Club Committee shall hold not less than four meetings a year.

(e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by 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.



(f) 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.

10. ANNUAL AND EXTRAORDINARY GENERAL MEETING

(a) An Annual General Meeting (AGM) shall be held in each year by the end of May to:

- (i) receive a report of the activities of the Club over the previous year,
- (ii) receive a report of the Club's finances over the previous year,
- (iii) elect the members of the Club Committee,
- (iv) 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) An Extraordinary General Meeting (EGM) 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 EGM 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 resolutions to be proposed at least 21 days before the Meeting.

(e) The quorum for a General Meeting shall be not less than 10 members.

(f) The Chairman, 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. Members not present may vote by written proxy.



(g) The Club Chairman, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

11. ALTERATIONS TO THE CONSTITUTION

(a) Alterations to the constitution may only be made at the AGM or an EGM convened by the committee for that purpose. Proposed amendments to the constitution, suitably proposed & seconded by Bona fide members, must be submitted to the Secretary by not later than two months prior to the AGM or EGM, and circulated by the secretary with the notice of the meeting. Alterations to the constitution shall be made by simple majority. 10 members shall constitute a quorum for the AGM or EGM.

12. CLUB TEAMS

(a) At its first meeting following each AGM, the Club Committee shall appoint a Club member (Manager/trainer) to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall represent the team and forward on any comments or suggestions at the club's monthly managers meetings

(b) All players selected for a game, barring injury, illness, lateness or disciplinary reasons shall play a minimum of 50% of the game for 7-a-side mini-soccer games. For 11-a-side games the manager should endeavour to give all players 50% of the game in which they are selected.

13. CLUB FINANCES

(a) Designated account signatories shall be the Club Chairperson, Treasurer and one other committee member. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

(b) The income and assets 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 reasonable 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 income and property of the club shall be applied solely towards promoting the Club's objects as set forth in this constitution and no portion thereof shall be paid or transferred, directly or indirectly, to the Members of the Club.

14. DISSOLUTION

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

(b) In the event of the dissolution of the club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the Club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies:

1. A registered charitable organisation(s).
2. Another Club which is a registered CASC.
3. The Football Association for use by them for related community sports.

Signed Position FUFC Club Chairman Date

Signed Position FUFC Club Secretary Date