

Birmingham City Lacrosse Club Constitution

Name

The club will be called Birmingham City Lacrosse Club (“the club”) and will be affiliated to the English Lacrosse Association (ELA) and South West Women’s Lacrosse (SWWL).

Aims and Objectives: Mission Statement

Birmingham City Lacrosse Club exists to:

- To offer coaching to develop players and to ensure that all players have access to the opportunities in lacrosse.
- Welcome, without discrimination, people of all backgrounds and allow them to be involved in Lacrosse. This included people of any level of prior experience (including none).
- To promote lacrosse within the local community.
- To ensure a duty of care to all members of the club.
- To provide its services in a way that is fair to everyone’s individual situation whilst ensuring the longevity of the club.

Equality and Diversity

The club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

“Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.”

We are aligned to England Lacrosse policy to:

“Ensure open access to all its services such that no individual or group is discriminated against in their pursuit of inclusion in Lacrosse or its administration because of any personal characteristic other than those necessary for the proper performance of the roles involved.”

The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

Membership

To ensure all present and future members receive fair and equal treatment. Membership will consist of officers and members of the club. 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 and the policies and rules of ELA and SWWL.

All members must be registered to play for Birmingham Lacrosse Club by the English Lacrosse Association.

Members will be enrolled as one or both of the following:

- Full Member - The standard membership. This membership entitles a person to official club training, official games (SWWL games), socials and events for a full season. Membership means eligibility for game, but this does not guarantee game time, which is determined by attendance at training and at the discretion of captains.
- Student Member - The same membership benefits as a full member. However student membership is offered if the person has proof that they are a student, they will be given a discount membership agreed by the committee when confirming club fee costs.
- Concession Member- The same membership benefits as a full member. However individual memberships based on any other concessions agreed by the committee, will be given a concession as agreed by the committee when confirming club fee costs. An agreement on concession cost to be agreed and communicated to members within 14 days of request.
- Officer- The same membership benefits as a full member. However, officer members hold committee positions.

Where there is a conflict for a Member relating to more than one registered club the member is obliged to play for their primary club.

Membership Fees

Membership fees will be set annually and agreed by the Executive committee ahead of the start of the season (September- April). Fees will be paid annually before 01/10.

A separate fee will operate over the summer period (May-August).

Fees can be paid in full or in two instalments (September & January) . Any additional arrangement will be agreed with the Club's Treasurer and player after discussion with the committee.

Any discussions about members' financial situations or membership fee arrangements do not need to be disclosed to any other members of the club to ensure confidentiality is maintained.

Deadlines will be set which, if not met, could result in prohibition from playing or training with the club.

Officers of the Club ("Committee")

The officers of the club will be:

- Chairperson
- Secretary
- Treasurer
- Captains
- Vice Captain
- Safeguarding and Welfare officer
- Social secretary (Media and Events Coordinators)

Officers will be elected annually at the Annual General Meeting and a handover of responsibility should take place within a month of election.

All officers will retire each year but will be eligible for reappointment. Replacement elections may take place where necessary.

The general responsibilities of each committee role will be agreed and listed in the committee handover booklet but may be subject to change once the new committee is voted in.

The Committee will be responsible for adopting new policies, codes of conduct and rules that affect the organisation of the club.

Management Committee

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

- Chair
- Secretary
- Treasurer

Only these posts will have the right to vote at meeting of the Management committee.

The Management Committee will be convened by the Secretary of the club and aim to hold no less than 4 meetings per year.

The Management Committee will have powers to appoint non-executive committee members and advisers to the Committee as necessary 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.

Finance

All club monies will be banked in an account held in the name Birmingham City Lacrosse Club. The Chairperson and Treasurer will be the named signatories on the account as a minimum.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on 31/06.

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

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other members of the Management Committee.

Annual General Meetings

Notice of Annual General Meetings will be given by the Club Secretary. Not less than 21 clear days notice shall be given to all members.

The agenda for the AGM will be set by the Chairperson but will include as a minimum a report from officers of the Management Committee and a statement of audited accounts, and the voting in of the Committee for the upcoming season.

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 all members.

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

Democratic Process

The Club is to be run democratically, with all members to be considered in decision making.

Anyone wishing to voice an opinion on the Club's governance is to be given a channel that allows them to do so. This channel is through the Clubs Email account.

In scenarios in which a vote will take place, it must be made possible for all *relevant* members to vote, regardless of circumstance. Options for people voting when they cannot attend AGM/EGM/Committee Meetings can be a proxy vote via the Club Chair, or a written vote bearing their signature.

Every election of Officers must come with an option to "Re-Open Nominations", and no election of Officers may take place between closed doors.

In the event of a tie-break, the Club Chair has the deciding vote.

Discipline and Appeals

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

The Management Committee will meet to hear complaints within 14 working days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including 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 7 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 14 days of the Secretary receiving the appeal.

Dissolution

Any resolution to dissolve the Club at an Annual or Special General Meeting must be passed by a minimum of two thirds of the eligible votes being cast in favour of the resolution.

In the event of dissolution any assets remaining shall be given to such other organisation(s) whose aims and objects are in keeping with that of this Club, failing which to an Association(s) which is/are registered under the Charities Act 1960.

Amendments to the Constitution

The constitution will only be changed through agreement by majority vote of the committee or by vote at the AGM.

Communication of the Constitution

The Constitution will be made available on the club website and to any member who requests.

Declaration

Birmingham Lacrosse Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of its members.

SIGNED: F.wilkinson
NAME: Francesca Wilkinson
Club Chair

DATE: 22/04/23

SIGNED: N. Cramp
NAME: Nathalie Cramp
Club Secretary

DATE: 01/09/23