



ABINGDON FENCING CLUB

## ABINGDON FENCING CLUB

### CONSTITUTION

#### **Title**

The club shall be called Abingdon Fencing Club, hereafter to be referred to as “the Club” and shall be affiliated to the British Fencing Association.

#### **Objectives**

To foster and promote the sport of Fencing at all levels, providing opportunities for recreation and competition.

#### **Membership**

Membership of the Club shall be open to any person completing a membership application form and paying the relevant subscription/joining fee as determined by the Annual General Meeting of the Club Members.

Any refusal of Membership shall be determined by at least three members of the committee and a reason shall be given for refusing membership.

There shall be four classes of membership available. These are:

- Full Member
- Junior (Under 18 years) / Student / Concession Member
- Non-Fencing Member
- Honorary Member

Non-Fencing Members shall not exceed 30% of the total membership.

Honorary Members will be invited by the committee to become non-voting honorary members.

#### **Officers**

The officers of the club shall be as follows:

- Chairperson
- Secretary
- Treasurer
- Committee Member

#### **Election of Officers**

All Officers shall be elected at the Annual General Meeting of the Club, from, and by, the Members of the Club.

All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.



## ABINGDON FENCING CLUB

### **General Committee**

The affairs of the club shall be controlled by a general committee comprising of the Executive officers of the club and other members elected from, and by, the Full Members of the club.

The general committee shall meet at agreed intervals and not less than four times per year.

The duties of the general committee shall be:

- To control the affairs of the club on behalf of the members
- To keep accurate accounts of the finances of the club through the treasurer. These should be available for reasonable inspection by members.
- The club shall maintain a bank account where cheques will require two signatures from the authorised signatories list held by the bank. The authorised signatories will be, Treasurer, Chair, Secretary and nominated official(s) if required and agreed by the treasurer.
- To co-opt additional members of the committee as the committee feels this is necessary. Co-opted members shall not be entitled to a vote on the committee.
- To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

### **General Meetings**

The Annual General Meeting of the Club shall be held not later than the end of June each year.

At least 14 clear days written notice shall be given to Members of The Annual General Meeting by circulating a copy of the notice to every member via email, using the registered email and posting the notice on the Club notice board. Members must advise the Secretary by email of any business to be moved at the Annual General Meeting at least seven days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than five days before the meeting.

The business of the Annual General Meeting shall be to:

- Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting
- Chairman Report
- Receive accounts for the year from the Treasurer
- Elect the Officers of the Club i.e. Chairperson; Secretary; Treasurer and other General Committee Members
- Review Club subscription rates and agree them for the forthcoming year
- Transact such other business received in writing by the Secretary from Members seven days prior to the meeting and included on the agenda

Note: The agenda could provide for Any Other Business, but Members should be encouraged to refer other items to the General Committee and give the required notice for important Annual General Meeting business.

Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than five Full Members of the Club. At least 21 days notice of the meeting shall be given.



## ABINGDON FENCING CLUB

Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member.

At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting. Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.

A quorum for a General Meeting will be five Full Members and two Officers of the Club (Chairperson, Secretary or Treasurer).

Each Full Member of the Club shall be entitled to one vote at General Meetings.

### **Alterations to the Constitution**

Any proposed alterations to the Club Constitution may only be considered at an Annual or Special General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the Club and seconded by another Full Member. Such alterations shall be passed or supported by not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved.

### **Dissolution**

If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

If at that Special General Meeting, the resolution is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.