

# **HALTON COMMUNITY SNOOKER ACADEMY**

## **CONSTITUTION**

### **1. NAME:**

The name of the club will be Halton Community Snooker Academy and will be referred to as the Club in this document.

### **2. AIMS & OBJECTIVES:**

- To offer coaching and competitive opportunities to anyone interested in snooker.
- To provide members with the opportunity to play snooker purely as a leisure activity in order to combat loneliness and promote inclusivity.
- To be fully accessible to young people and adults with additional needs.
- To promote the Club and snooker in general within our local community.

### **3. POWERS:**

In order to carry out the club's aims the committee has the power to:

- Raise funds, receive grants and donations to carry out the work of the club
- Recruit volunteers
- Rent premises
- Buy equipment
- Receive contributions through a membership fee
- Work in partnership with different organisations
- Carry out anything else within the law necessary to achieve the club's objectives

### **4. MEMBERSHIP:**

Membership is open to everyone who has an interest in working towards the club's aims and applies to the committee to become a member.

There is no annual membership fee but a weekly admission fee is payable upon arrival and the cost of this will be determined each year at the AGM.

All members will be subject to the Club's Code of Conduct and Equal Opportunity Statement.

The committee may remove a person's membership if they fail to follow appropriate policies. The member has the right to be heard by the committee before the decision is made and can be accompanied by a friend.

### **5. SPORTS EQUITY:**

This Club is committed to ensuring that Equity is incorporated across all aspects of its development.

Sports Equity is about fairness, 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, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

## **6. COMMITTEE:**

A committee will be elected by the members to carry out the business of the club. The committee will be made up of a minimum of three officers; Chairperson, Secretary and Treasurer and 4 members.

Committee members will stand for 12 months although members can resign in writing during that time. The committee will be elected at the AGM and vacancies arising throughout the year can be filled temporarily by election at committee meetings. Committee members can be removed from their position if they fail to follow appropriate policies (The member has the right to be heard by the committee before the decision is made and can be accompanied by a friend).

The committee can form sub-groups as and when required (e.g. fund-raising group) The committee can co-opt non-voting members with specialist knowledge.

## **7. MEETINGS:**

Conduct at meetings will be in accordance with the Code of Conduct and Equal Opportunity Statement.

The committee will meet at least 4 times per year. At least two officers plus one other committee member must be present.

The secretary will call meetings after consultation with the chairperson but if this doesn't happen three group members have the power to call a meeting.

Minutes will be taken at each meeting and kept as a true and correct record of that meeting and will be available to all members.

Voting will be on the basis of one vote per member, except for the Chairperson who will have a casting vote.

## **8. ANNUAL GENERAL MEETING:**

The Group will hold an Annual General Meeting (AGM) no longer than 15 months after the previous one, with 14 days' notice given to all members, including the agenda.

At least 8 members must be present for the AGM to take place.

The committee will report on its work, present a statement of accounts, agree admission fees for the following year and resign.

There will be a one member/one vote on the election of a new committee, recommendations and any amendments to the constitution.

Any newly elected officers will sign the constitution, making sure to keep a record of the date the Constitution was originally adopted.

## **9. FINANCE:**

The Treasurer will be responsible for all financial procedures and for keeping the club accounts in accordance with the Finance Policy.

Any money and property must only be used towards the club's aims and objectives.

No member can be paid money as a profit but reasonable payments can be paid for 'out of pocket expenses' that have been incurred on group business (payable only against receipts for those expenses). A bank account will be opened and maintained in the name of the group.

## **10. SAFEGUARDING & DISCIPLINE:**

This organisation has appropriate Safeguarding Policies and will abide by their guidelines.

Any other concerns or complaints regarding the behaviour of members should be submitted in writing to the Secretary and will be considered by the Committee within 7 days in accordance with the Equal Opportunities Statement. The Committee has the power to take appropriate action, including termination of membership.

#### 11. AMENDMENTS TO THE CONSTITUTION:

A resolution to amend the Constitution will be taken to either the AGM or a special EGM (Extraordinary General Meeting) called for that purpose, giving each member 2 weeks' notice, and including details of the resolution to be discussed. At least 8 members must be present for the EGM to take place. There will be a one member/one vote on any amendments to the constitution with a simple majority rule.

If approved the updated constitution will be signed and dated by the officers, making sure to keep a record of the date the Constitution was originally adopted.

#### 12. DISSOLUTION:


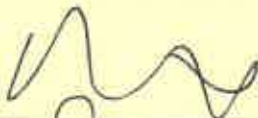
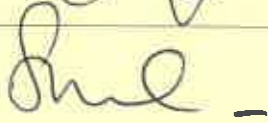
If the Committee decides (by simple majority) that it has become necessary to dissolve the Club then it will arrange an EGM, giving each member at least one month's notice and including details of the resolution to be discussed at the meeting.

If the decision to dissolve the Club is confirmed by a simple majority of those present at the EGM, the Committee will have the power to dispose of the Club's assets.

After any debts and liabilities have been paid then all money held in the bank account and any other equipment/property will be given to Mill Brow Snooker and Social Club Ltd.

**DATE ORIGINALLY ADOPTED:** December 2018.

#### SIGNED BY:

POSITION	NAME	SIGNATURE	DATE
CHAIR	KEITH LUCAS		16/11/24
SECRETARY	PAUL WILLIAMS		16/11/24
TREASURER	SUSAN COLLINGWOOD		16/11/24.

