



Forfar Athletic Community Football Club

CONSTITUTION

Aims

The aim of Forfar Athletic Community Football Club is to provide a safe environment and to encourage and promote the development of football within the community of Forfar. Teams will foster fair play and participation for all, irrespective of race, religion sex or ability.

The club colours are Sky Blue, and Navy alternate all Black.

Membership and Fees

- Members will be enrolled into one of the following categories
 - Committee members with voting rights in all meetings
 - Registered players with voting rights at the AGM if over 18
 - MCH members, for under 18 players, with voting rights at the AGM
 - Honorary Life members are any persons given such awards for loyal service to 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 the club code of conduct.
- The club will provide membership opportunities for all gender and age groups
- The club will follow its own equal opportunities policy.
- The club will participate in the Dundee and District Youth League or any other competition the committee deems appropriate, approved where necessary by the voting members.
- Proposals for committee and coach positions to have character reference, any new members need to complete SYFA online self-declarations form and PVG Scheme form.
- Fees are set up as direct debit to be collected via the MCH management tool.
- The committee has the power to veto any membership of the club.

Membership fees will be set annually and agreed by the committee determine at the AGM.



Affiliation

The Club will affiliate to the SYFA and the DDYFA on an annual basis

Committee

- The committee shall be elected, for a two-year term, by the majority of members attending the AGM.
- All Office bearers will retire at the end of every year but are eligible for re-election at the AGM.
- The committee shall consist of the following although not limited to:

Chairperson

Vice-Chairperson

Treasurer

Secretary

Child and Wellbeing Protection Officer

Club Co-ordinator

Coach Co-ordinator

Deputy Secretary

Fundraising Officer

Non-executive members

- The two positions that **MUST be filled AT ALL TIMES** are (a) Club Secretary and (b) Child and Wellbeing Protection Officer in line with current guidelines and policies set by the SFA & SYFA. Other positions are to be filled as necessary; any positions vacant to be made available to members. In the event of a position being vacant, arrangements should be agreed at the committee meetings, decision should be implemented, and minutes recorded.
- The committee shall have the following powers:
- Form other sub-committees when deemed appropriate (Disciplinary, Fund raising, Development etc)



- Engage and pay fees to professional and technical advisers to assist in the work of the organisation.
- Prepare, print, publish, reproduce, and circulate all such media as shall further the objects of the organisation.
- Work in partnership with other voluntary organisations, government agencies, local and statutory authorities, and individuals to further the aims of the club.
- Suspend or disqualify any member who contravenes the clubs' or National governing bodies' rules or codes of conducts or brings the club into any form of disrepute.
- Make financial decisions, through the Chairman, on behalf of the club members, should it be necessary between AGMs.
- Raise finance to further the objectives / aims of the club.
- Do all such other lawful things as are incidental or conducive to the attainment of the objectives / aims.

Meetings

- Meetings are held monthly on a date determined by the committee.
- Each office bearer and committee member are entitled to a vote.
- All votes shall be determined by a simple majority with the Chairperson holding the casting vote in the event of a tie.
- All managers to attend meetings held by the club and DDYFA, if cannot do so a member form the team to attend.
- The AGM will be held in June of each year.
- All members will be given written notice of the AGM at least 21 days prior to the meeting.
- At least 50% of the club / committee membership must be present in order for the minimum quorum to be reached, thereby allowing any constitutional amendments. Any changes to the constitution can only be made at the AGM or EGM.
- The membership will be entitled to witness all club accounts for the year. A special AGM may be called at any time throughout the year with 14 days' notice required prior to the meeting and will require the same quorum as the AGM.



Finance

- The club shall have the power to raise money by means of yearly affiliation fees, matches and other means as determined but the Committee at the AGM. All monies to be handed into the treasurer.
- Any income and property of the club shall be applied solely towards the objectives of the club.
- All monies shall be lodged in a bank account in the name of the club.
- The treasurer shall submit a balance sheet prior to each meeting.
- Two committee members will be signatories of the club's bank account, one being the Treasurer, and will have shared responsibility for maintaining the records.
- The financial year will end on the last day of May prior to the AGM.
- The treasurer will produce an annual account for the AGM.

Discipline

- All complaints regarding the behaviour of members should be lodged initially with the manager. The manager and coach co-ordinator will hear the complaint within 7 days.
- The Coach co-ordinator with the backing of the committee shall have the power to take appropriate disciplinary action.
- The outcome of the hearing will be put in writing to both the person who lodged the complaint and to the member about whom the complaint has been made within 7 days of the hearing.
- There shall be a right of appeal within 14 days following the disciplinary action and this should be dealt within 5 days of receiving the appeal.



Amendments

The Constitution can only be changed by majority vote at the AGM or EGM.

Dissolution

In the event of the dissolution of **FORFAR ATHLETIC COMMUNITY FOOTBALL CLUB (FACFC)** for whatever reason, any monies belonging to the club will be held by the SYFA for a three-year period to allow for re-instatement, failing this all assets thereof shall be donated to a registered charity, voluntary organisation, or sports group with similar objectives as **FORFAR ATHLETIC COMMUNITY FOOTBALL CLUB (FACFC)** to be nominated by a simple majority of the outgoing committee.

In no circumstances will any assets be distributed to any club members or committee.

Declaration

It is hereby certified that this document represents a true and most up to date version of the constitution of **FORFAR ATHLETIC COMMUNITY FOOTBALL CLUB (FACFC)**

Signatures

Chairperson 

Date 22/6/2022

Secretary 

Date 22/6/2022