



## Bristol Jets Constitution

### 1. Name

The club will be called Bristol Jets and will be affiliated to the England Touch Association.

### 2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching to club members of all abilities
- To offer competitive opportunities for club members of all abilities
- To support the ambitions and development of all playing club members
- To promote the sport of touch in Bristol and surrounding areas
- To provide a welcoming and supportive environment to all
- To ensure a duty of care to all members of the club
- To ensure that all present and future members receive fair treatment
- To be affiliated with the England Touch Association

### 3. Membership

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 conduct that the club has adopted and the policies and rules of England Touch.

Members will be enrolled in one of the following membership categories:

- Concession membership
- Standard membership
- Standard plus (club supporter) membership

### 4. Membership fees

Membership fees will be set annually and determined at the Annual General Meeting.

Fees will be paid by annual fee or subscription.

### 5. Officers of the club

The officers of the club will be:

- President
- Chairperson
- Club Captain
- Treasurer
- Secretary



- Fixtures Secretary
- Referee Secretary
- New Player's Officer
- Junior Welfare Officer
- Kit Officer
- Social Secretary
- Public Relations and Social Media Administrator
- Tournament Administrator
- General Officer(s) (up to 3)

If two committee posts are held by the same person, optional general committee members may be recruited to assist. Officers will be elected annually at the Annual General Meeting by a majority vote and each post may be shared by 2 members (except where indicated above). President, Chairperson, Club Captain, Treasurer and Secretary are ex-officio members of committee and must be selected from previous committee members.

Club Consultants:

- Website Administrator
- Can include additional tournament administrators (to bring total up to maximum of 4)

Club consultants are not officers of the club but are voted in by committee and can be invited to meetings as and when required.

## 6. Committee

The club will be managed through the Management Committee consisting of all officers listed above who will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and held no less than 7 meetings per year. Held monthly through the summer season and as required through the off-season.

The quorum required for business to be agreed at Management Committee meetings will be 2 of ex-officio members plus 4 other officers.

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

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be able to appoint new Officers to the Committee as and when they are required without consulting members. New Officers will require a majority vote at the next AGM only for the following season.

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.



## 7. Finance

All club monies will be banked in an account held in the name of Bristol Jets.

The Club Treasurer will be responsible for the finances of Bristol Jets.

The financial year of the club will end on: 30 September.

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

Any withdrawals against club funds should be approved by the Treasurer plus up to two other officers.

## 8. Annual general meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Chair. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the accounts.

Nominations for officers of the Management Committee will be sent to the Chair 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 20% of the membership.

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

## 9. Discipline and appeals

All complaints regarding the behaviour of members should be submitted in writing to the Chair or Secretary.

The Management Committee will meet to hear complaints within 30 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the 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 10 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 30 days of the Chair or Secretary receiving the appeal.

## 10. Dissolution

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



In the event of dissolution, any assets of the club that remain will become the property of either a club in the South-West with similar objectives to those of Bristol Jets or a charity, as decided by the Management Committee.

## 11. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

### Declaration

Bristol Jets hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

SIGNED:

DATE: 15/01/2025

NAME: Anthony Kolanko

POSITION: Bristol Jets Chairperson

SIGNED:

DATE: 15/01/2025

NAME: Jen Palmer

POSITION: Bristol Jets President