**Constitution of the Chesterfield Petanque Club**

**1. NAME**

The Club shall be known as “Chesterfield Pétanque Club” hereinafter called ‘”The Club”.

**2. HEADQUARTERS**

The Club’s Headquarters shall be at Holmebrook Valley Park.

**3. OBJECTIVES**

3.1 The aim of the Club shall be to foster and to encourage the playing of the sport of Pétanque.

3.2 The Club shall be a member of Pétanque England.

3.3 The Club shall be affiliated to the Mercia Region of Petanque England.

**4. MEMBERSHIP**

4.1 Members shall be appointed by the Management Committee and membership shall be open to anyone upon payment of the appropriate membership fee.

4.2 A minimum of three members of the Management Committee have the right to refuse or to terminate Membership. Anyone so excluded has the right to submit an appeal to the Management Committee within 14 days of receiving the notice of refusal or exclusion. The decision on the appeal should be made by other members of the committee who were not involved with the original disciplinary procedures.

4.3 All complaints must be given in writing and passed to the club chair, who will raise a complaint with the committee before a decision can be made.

4.3 The annual subscription must be paid within one month of the AGM.

4.4 Membership shall not be denied to any person on the grounds of sex, race, religion, colour, politics or (dis)ability.

4.5 Members with membership of more than one club cannot represent both clubs in the same competition in the same Mercia competition year. If a player wishes to represent a club other than the one they have the longest membership at (the member’s first club), the team captain of the second club must approach the team captain of the member’s first club for agreement.

**5. MANAGEMENT COMMITTEE**

5.1 The club shall be managed by a Management Committee of no more than 14 persons.

5.2 The Management Committee shall comprise the Elected Officers of Chair, Vice-Chair, Honorary Secretary, Honorary Treasurer and up to 10 persons elected by the members at the Annual General Meeting. Committee Members will hold office for one year. Elected Officers must hold a Petanque England licence.

5.3 The Management Committee shall have the power to co-opt members provided the maximum number of committee members permitted by clause 5.1 is not exceeded.

5.4 Management Committee members shall have one vote each at committee meeting, then, should it be necessary, the Chairman shall have a second or casting vote. Decisions will be by simple majority.

5.5 A quorum for all Management Committee meetings shall be four voting members, to include two Elected Officers.

5.6 Minutes and records of attendance at all meetings shall be kept by the Honorary Secretary.

**6. GENERAL MEETINGS**

6.1 The Annual General Meeting of the Club shall be held during the month of April, or when decided by the Management Committee.

6.2 Three weeks’ notice of a forthcoming Annual General Meeting must be given to all fully paid up members of the Club.

6.3 Items for the agenda of the Annual General Meeting must be given to the Secretary two weeks prior to the date of the Annual General Meeting.

6.4 At General Meetings each member has one vote. Only fully paid up members have the right to vote. A motion shall be carried by a simple majority of members votes, including by proxy vote which must be sent in writing to the Chair or Secretary.

6.5 The quorum for a general meeting shall be 25% of the voting membership, to include 50% of the elected management committee.

6.6 Extraordinary General Meetings can be called at any time by the Club’s Management Committee, or by an application in writing to the Secretary, signed by one third of the remaining fully paid up members of the Club.

6.7 The Secretary will give at least 7 days notice of an EGM.

6.8 A motion to amend the constitution must have a 60% majority.

**7. FINANCE**

7.1 A record of all incoming monies and expenditures shall be maintained by the Honorary Treasurer, who shall produce an audited record of the Club’s accounts for the Annual General Meeting.

7.2 The Club’s financial year shall run from first January.

7.3 The Club’s funds shall be deposited at a Building Society or Bank under the exclusive name of Chesterfield Pétanque Club. All transactions by cheque or bank transfer must be signed or authorised by two nominated members of the Club.

7.4 The Club’s annual subscription, piste and visitor fees shall be decided at the Annual General Meeting.

7.5 All reasonable expenses incurred by a member of the Club, on official club business, approved by the Management Committee, shall be reimbursed from Club funds.

7.6 All reasonable expenses incurred by the club, such as insurance, hire, rent or lease, approved by the Management Committee, shall be paid from Club funds.

**8. DISSOLUTION**

The Club may be dissolved at any time by the consent of 60% of the fully paid up members of the Club. Any funds and assets shall be donated to the Mercia Region of Pétanque England.