



Club Constitution

About the Club

Club name

The Club will be called Long Ashton Junior Football Club, abbreviated to LAJFC where needed. The Club may be referred to in this document as “Club” or “the Club”.

Affiliations

Long Ashton Junior Football Club is affiliated with the England FA and Somerset FA. The Club’s current FA Organisation Id is 73183.

Aims and Objectives of the Club

Long Ashton Junior Football Club exists to provide an opportunity for children between the ages of 5 and 16 that live in or near to Long Ashton to participate in football.

We provide coaching at training sessions and matches (friendlies, development and competitive) during the football season from September to June.

The club promotes a spirit of competitive fair play and team camaraderie in a safe and supported setting. We aim to support the development of children at the club as people and players, promoting enjoyment of the game through participation.

We do not strive to be an academy and to win at all costs, but we do aim to provide appropriate challenge and opportunity to play at grassroots levels which support our player’s development.

The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Football Association Limited (“The FA”), County Football Association to which the Club is affiliated (“Parent County Association”) and Competitions in which the Club participates, for the time being in force.

Principles of the Club

- € Follow the rules, regulations and guidelines set out by The Football Association Limited (“The FA”), County Football Association to which the Club is affiliated (“Parent County Association”) and Competitions in which the Club participates.



- € Club Officers and Volunteer Members will be registered with The FA and receive a DBS check before they start Club duties.
- € We will provide duty of care and protection to all Club members

Club Operations

Officials of the Club

The Club shall have the following roles designated as Officials of the Club, also referred to as Club Officials:

- € Chair
- € Vice-Chair for Juniors
- € Vice-Chair for Girls
- € Secretary
- € Secretary for Girls
- € Treasurer
- € Child Welfare Officer(s) (multiple Child Welfare Officers may be appointed if the Management Committee deems this necessary)
- € Every Team Manager shall be deemed to be an Official of the Club (a Team Manager is the person recognised on the FA system as holding a Team Manager position for the Club).

Management Committee

The Club shall have a Management Committee made up of Chair, Vice-Chairs, Secretaries, Treasurer and Child Welfare Officer positions.

Club Membership

The Club shall consist of the following types of Membership:

- Club Volunteer Member - A member of the Club Management Committee, Team Manager or other adult volunteer in a recognised position e.g. Team Admin or Coach.
- Child Member - A child between the ages of 5 and 17 who is registered to play for the club.
- Adult Member - An adult responsible for a child member.

A Child Member may have one or two Adult Members to represent them, and an adult may represent one or more Child Members. However, an Adult Member not linked to a Child Member is not permitted.

Finance and Accounts

- € The financial year end of the Club will end on 31st May
- € The Club accounts will be managed and shared by the Treasurer



- € Income and expenditure of the club and an up-to-date bank statement will be reviewed at Management Committee meetings and presented at AGMs
- € All Club monies will be banked in an account held in the name of the Club
- € Any cheques drawn against the Club will be signed by the Treasurer or Secretary
- € Should the Club no longer be viable and the accounts need to be wound up then any residual funds, after all creditors have been satisfied, shall be donated to an organisation chosen by the Management Committee with similar aims and objectives.
- € All surplus income or profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties
- € A registration fee for each player will be payable annually at a rate determined by the Management Committee.
- € Any money raised by any person in connection with the Club shall be paid into the Club Account.
- € Any unbudgeted expenditure or any single expenditure in excess of £2000 shall require the approval of the Management Committee by way of a vote.

Club Policies

In addition to this Constitution, the Club and all Club Members will be subject to policies which will be managed by the Management Committee and made publicly available. These policies will be updated and enforced at the Management Committee's discretion.

Member Registration

Prior to the commencement of each season, parents or guardians of players must complete player registration via the FA system and any club registration system the Management Committee deems necessary for the running of the club.

Management of the Club

The Club shall be managed by the Management Committee as defined above. Decisions regarding the Club will be discussed with Club Officials, but the Management Committee reserves the right to make decisions that it feels are in the best interests of the Club.

Any Club Official wishing to resign must tender their resignation in writing to the Club Secretary and on acceptance by the Management Committee their position shall become vacant.

All Club Officials are invited to the Club Annual General Meeting (AGM) and any Extraordinary General Meetings (EGM) which take place. Every Team is expected to be represented at each AGM or EGM by a Club Official or their proxy.

The Constitution may be reviewed at each Annual General Meeting and notice of any proposed amendments thereto is required to be given to the Club Secretary at least 28 days prior to the Annual General Meeting. The Club Secretary



shall then give notice of the proposed amendment to all Officials of the Club no later than 14 days prior to the Annual General Meeting.

Management Committee Meetings

1. The Management Committee shall meet on a predetermined date a minimum of twice during the season with additional meetings as required.
2. There shall be an agenda for each Management Committee Meeting and any items for discussion should be submitted to the Secretary.
3. Minutes of every Management Committee meeting shall be taken by the Secretary and authenticated by the Chair.
4. A quorum for the purposes of convening a valid meeting of the Management Committee shall be calculated as 50% of the number of persons on the Management Committee.
5. The right to vote at a meeting of the Management Committee shall be restricted to the members of the Management Committee present at the meeting with one vote per Official present.
6. All proposals, resolutions or issues, which are placed before the Management Committee for a vote shall require the approval of the majority of the members of the Management Committee present and voting.
7. In all cases of a tied vote at a Management Committee meeting the Chair of the club shall, if they consider it appropriate, have the casting vote.

Annual General Meetings (AGMs)

1. An Annual General Meeting will be held at the end of each season to give an opportunity for all Officials to meet with the Management Committee to discuss the activities of the Club, its financial position and future plans.
2. The agenda will include reports from the Chair, Secretary and Welfare Officer.
3. The Treasurer shall submit an income and expenditure Account at each Annual General Meeting, and if the said account is approved, it shall be signed by the Chair and Treasurer.
4. Any Club Member shall be entitled to inspect the Accounts after approval.
5. All Club Officials present at an AGM, shall have the right to one vote in respect of each resolution voted upon.
6. If a Team Manager is not available to attend they may appoint another Club Volunteer Member to vote as their proxy.
7. All resolutions, which are placed before the AGM for a vote, shall require the approval of the majority of the Club Officials present.

Extraordinary General Meetings (EGMs)

Any Club Official may make a written request to the Club Secretary requesting them to arrange an EGM open to all Officials of the Club for the purpose of considering and voting upon any written resolution.



If an EGM is deemed appropriate by the Management Committee, 28 days notice of the date, time and venue of any Extraordinary General Meeting shall be given in writing to all Officials of the Club, together with a copy of any resolution on which it is proposed to vote.

The rules for voting at an Extraordinary General Meeting shall be the same as those, which apply for the Annual General Meeting.

Recruitment of Management Committee positions

Any Club Member wishing to stand for election or re-election to a post which forms part of the Management Committee shall require a proposer and seconder, who must be present in person to support their nomination at the AGM. Prior to a presentation at an AGM, any Club Member nominee must be ratified by the existing Management Committee.

In the event of only one person being nominated for election or re-election to a particular post that person shall be elected or re-elected to that particular post providing that they secure a majority of the votes of the Club Officials in attendance and voting.

In the event of there being an election for a particular post the candidate who attracts the largest number of votes in that election at the AGM shall be elected (or re-elected as the case may be) to that particular post.

Dissolution Clause

If the Management Committee by a simple majority decides at any time to dissolve the Club, it shall give at least 28 days notice of a meeting to all members of the Club who have the power to vote.

If such a decision is confirmed by a majority of those present and voting at the meeting, the Management Committee shall have the power to dispose of any assets held by the Club. Any assets remaining after the satisfaction of any proper debts or liabilities shall be given or transferred to such charitable groups, or groups having similar objectives to the Club as the Management Committee may decide.

Version control

Version	Description / details of changes
1.0	New constitution agreed at 2025 AGM