



Constitution for Newcastle Fencing Club

1. Name.

The club will be called *Newcastle Fencing Club* and will be affiliated to the *British Fencing Association*.

2. Aims and objectives.

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in fencing.
- To promote the club, and fencing, within the local community.
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.
- To ensure that all present and future members receive fair and equal treatment.
- To support the *British Fencing Association* through the clubs affiliated membership, and to encourage its members to become individual members of the aforesaid association.

3. Membership.

Membership of the club is open to everyone who is an amateur as defined by the *BFA*.

The club committee reserve the right of refusing or cancelling membership in the interests of the safety or the well-being of other club members; refused or cancelled members have the right to appeal (see 8).

4. Officers of the club.

The officers of the club will be:

- Chair.
- Honorary Secretary.



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- Honorary Treasurer.
- Club Welfare Officer

Officers will be elected annually at the Annual General Meeting.

5. Committee.

The club will be managed through the Management Committee consisting of:

- Chair.
- Honorary Secretary.
- Honorary Treasurer.

Only these posts 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 hold no less than 4 meetings per year.

The quorum required for business to be agreed at Management Committee meetings will be three.

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 the powers to appoint subcommittees as necessary and appoint advisors to the Management Committee as necessary to fulfill its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the clubs rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

6. Child Protection



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Newcastle Fencing Club will adopt the British Fencing Associations Child Protection Policy and will follow best practice as dictated. The club will appoint a Club Welfare Officer who will attend all fencing sessions and be made known to all participants. In the event of the Club Welfare officer being unavailable a deputy point of contact will be identified.

7. Finance.

All club monies will be banked in an account held in the name of the club. The Club Treasurer will be responsible for the finances of the club. The financial year of the club will end on the 30th September.

An audited statement of annual accounts will be presented by the treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signature of the Treasurer and one other member of the Management Committee.

8. Annual General Meetings.

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

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

Nominations for officers of the Management Committee will be sent to the secretary 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 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.



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9. Discipline and Appeals.

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

The Management Committee will meet to hear complaints within 7 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 made the complaint and the member against whom the complaint was made within 7 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 7 days of the 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 from the members present.

In the event of dissolution, any assets of the club that remain will become the property of Tyne & Wear County Fencing Union.

11. Amendments to the Constitution.

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