

# GUILDFORD THUNDER KORFBALL CLUB

## Club Constitution

May 2024



## 1. Club Name

- (a) The club will be known as *GUILDFORD THUNDER KORFBALL CLUB* (hereafter referred to as The Club) and may also be known by the abbreviation *GTKC*.
- (b) The teams of The Club will adopt the following nicknames:
  - Guildford Thunder KC 1 - Thunder;
  - Guildford Thunder KC 2 - Storm;
  - Guildford Thunder KC 2 - Lightning.
- (c) Guildford Thunder Korfball Club will be affiliated to England Korfball, as well as a local regional league, such as Oxfordshire Korfball Association.

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## 2. Aims and Objectives

- (a) The aims and objectives of the club will be:
  - To be a friendly and competitive korfball club;
  - To be a club where all levels can enjoy and develop their korfball;
  - To offer coaching to all abilities of members, in a way that is fair to everyone;
  - To be a sociable club where everyone feels welcome;
  - To promote both The Club and the sport;
  - To ensure a duty of care to all members of the club.

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## 3. Sports Equity

- (a) This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

*Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.*

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- (b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of the sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
  - (c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
  - (d) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
  - (e) The Club will deal with any incidence of discriminatory behaviour seriously.
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## 4. Membership

- (a) Membership of the club is open to anyone interested in promoting, coaching or participating in Korfball, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
  - (b) 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 practice that the club has adopted.
  - (c) The membership shall comprise one of the following categories, where the minimum age permitted at training is 13 (thirteen) years old, however the coach is permitted to allow younger players on a case by case basis:
    - Full Member;
    - Student Member;
    - Junior Member (Age 13 - 18).
  - (d) Members in each category will pay membership fees, as determined by the committee and communicated to the members. Membership fees shall be reviewed each year.
  - (e) Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club committee.
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## 5. Committee

- (a) The affairs of The Club shall be conducted by a Committee, which shall be elected at the General Meeting. The committee shall comprise positions outlined in the table within Section 5(a). Business undertaken on behalf of The Club shall be done using the email addresses outlined within the table.

Chair	<a href="mailto:chair@guildfordkorfball.co.uk">chair@guildfordkorfball.co.uk</a>
Vice-Chair	<a href="mailto:vicechair@guildfordkorfball.co.uk">vicechair@guildfordkorfball.co.uk</a>
Treasurer	<a href="mailto:treasury@guildfordkorfball.co.uk">treasury@guildfordkorfball.co.uk</a>
Secretary	<a href="mailto:secretary@guildfordkorfball.co.uk">secretary@guildfordkorfball.co.uk</a>
Fixture Secretary	<a href="mailto:fixtures@guildfordkorfball.co.uk">fixtures@guildfordkorfball.co.uk</a>
Welfare Officer	<a href="mailto:welfare@guildfordkorfball.co.uk">welfare@guildfordkorfball.co.uk</a>
Playwaze Admin	<a href="mailto:registrations@guildfordkorfball.co.uk">registrations@guildfordkorfball.co.uk</a>
Recruitment	<a href="mailto:recruitment@guildfordkorfball.co.uk">recruitment@guildfordkorfball.co.uk</a>
Social Secretary	<a href="mailto:chair@guildfordkorfball.co.uk">chair@guildfordkorfball.co.uk</a>
Social Media Co-Ordinator	<a href="mailto:media@guildfordkorfball.co.uk">media@guildfordkorfball.co.uk</a>
Kit Co-Ordinator	<a href="mailto:Kit@guildfordkorfball.co.uk">Kit@guildfordkorfball.co.uk</a>

- (b) All committee members must be members of the club, including that specified in item 4(e).
- (c) The term of office shall be for one year, and members shall be eligible for re-election.
- (d) If the post of any officer or ordinary committee member should fall vacant after such an election, the Committee shall have the power to fill the vacancy, via vote, until the succeeding Annual General Meeting.
- (e) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- (f) The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.
- (g) The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (h) The committee meetings will be convened by the Chair, with the minutes taken by the Secretary. Meetings are to be held no less than six times per year. Meetings can be held more regularly at the discretion of the Chair.
- (i) Only members of the committee will have the right to vote at committee meetings, where guest to meetings must abstain.
- (j) The quorum required for business to be agreed at Management Committee meetings will be 40%, where this is the percentage of committee persons and not committee positions.

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## 6. Finances

- (a) The club treasurer(s) will be responsible for the finances of the club.
- (b) The financial year will run from 01 MAY and end on 30 APRIL.
- (c) All monies will be banked in an account held in The Club's name.
- (d) An audited statement of annual accounts will be presented by the treasurer at the Annual General Meeting. The name of the person(s) auditing the accounts must be documented within the minutes of the Annual General Meeting and does not need to be professional qualified (e.g. accountant) but should be independent of the committee.
- (e) All members of the club shall be jointly responsible for the financial liabilities of the club up to a maximum of their unpaid membership fees.

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## 7. Annual and Extraordinary General Meetings

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.
- (b) The Club shall hold the Annual General Meeting (AGM) in the month of MAY, or within four weeks of the completion of the season, to:
  - Receive reports from the Chair.
  - Receive a report from the Treasurer and approve the Annual Accounts.
  - Elect the officers on the committee.
  - Agree the membership fees for the following year.
  - Consider any proposed changes to the Constitution.
  - Deal with other relevant business.
- (c) Notice of the AGM will be given by either the club Chair or club Secretary with at least 28 days' notice given to all members.
- (d) A financial report will be sent by the Treasury to the club members with at least 7 days prior to the general meeting.
- (e) Nominations for officers of the committee should be sent to the secretary prior to the AGM, however this does not restrict any member from standing at the AGM. All officers must stand down each year, but may resend a nomination.
- (f) Proposed changes to the constitution shall be sent to the secretary prior to the AGM, who shall circulate them at least 7 days before an AGM.
- (g) All members have the right to vote, subject to that outlined in section 4(e).
- (h) The quorum for AGMs will be 25% of the registered membership.

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- (i) The Chair of the Club shall hold a deliberative as well as a casting vote at general and committee meetings.
  - (j) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. The committee shall also have the power to call an EGM by decision of a simple majority of the committee members.
  - (k) All procedures of an EGM shall follow those outlined above for AGMs.
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## 8. Amendments to the Constitution

- (a) The constitution will only be changed through agreement by membership vote at a general meeting, in line with the principles set out in section 7.
  - (b) Amendments should be proposed to the Chair and Secretary no later than seven days before the AGM to ensure distribution with the agenda for members to consider.
  - (c) Any amendments should be completed within two weeks of the AGM and distributed to club members. Each amendment should be appropriately documented.
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## 9. Discipline and Appeals

- (a) All concerns, allegations or reports of poor practice/abuse relating to the welfare of any member, including children and young people will be recorded and responded to swiftly and appropriately. The Club Welfare Officer is the lead contact for all members, including in the event of any child protection concerns.
  - (b) All complaints regarding the behaviour of members should be presented and submitted in writing to the Welfare Officer. Where complaints are against the Welfare Officer, members should submit the complaint to the Chair.
  - (c) The Management Committee (comprising Chair, Secretary and Welfare Officer) will meet to hear complaints within fourteen days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership. Where appropriate, the Committee may choose to suspend the member until a hearing has taken place. Where the complaint has been raised against the Welfare Officer, the Chair and Secretary will raise this directly with England Korfball to assist on the matter.
  - (d) 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 seven days of the hearing.
  - (e) There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within seven days of the Secretary receiving the appeal.
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## 10. Dissolution

- (a) A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- (b) In the event of dissolution, all debts should be cleared with any club funds, with the remaining funds split or donated, subject to a vote of members at a General Meeting on dissolution. Any assets of the club that remain following this will become the property of a nearby korfbal club with similar objectives of GTKC subject to a vote of members.

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## 11. Declaration

- (a) GUILDFORD THUNDER KORFBALL CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of the members.

Name:	Alec Ovens	Position:	Club Chair
Signature:		Date:	22 May 2024

Name:	Rowena Perrin	Position:	Club Co-Treasurer
		Date:	22 May 2024

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## 12. List of Amendments

- (a) The GTKC club constitution was first varied in May 2024, with variation to points 6(d), 6(e) and 10(b).