



# ***Gleniffer Thistle***

## **Constitution 2019**

### **1. Name:**

- a) The name of the Club shall be Gleniffer Thistle.
- b) The Club strip shall be Stanno Arezzo Tangerine with Black trim and an alternative of White with Black trim.
- c) This shall be the parent club and all youth teams shall be registered with the Scottish Youth FA, all female teams shall be registered with the Scottish Woman's FA, all gents adult teams shall be registered with the Scottish Amateur FA.
- d) All groups wishing to use the Gleniffer Thistle name for the following season must make a written request to the Management Committee, by the 26<sup>th</sup> day of May every year.

### **2. Aims & Objectives:**

- a) To promote the advancement of public participation in sport and the provision of recreational activities or organisation of recreational activities, to encourage and promote the development of football for the benefit of the local community specifically but not exclusively, young persons.
- b) To promote and encourage on a non-denominational basis, the playing of amateur football in Paisley and the surrounding area and to ensure the continued success, well being and pride in the Club.
- c) To foster by participation in team games and other outdoor pursuits or excursions a spirit of co-operation leading to an understanding and due observance of the rules of society amongst the aforesaid people.
- d) To extend the Clubs primary interest in association football to other sporting and physical activities calculated to have a beneficial effect on all the people of the Club.
- e) To promote social functions and other activities for the purpose of fundraising and also to encourage positive participation of the Clubs activities by all members of the community.
- f) To acquire from time to time land, premises and equipment for the further promotion and extension of the Clubs Activities.
- g) To encourage and promote the playing of Small sided Games amongst the youth (boys and girls) of Paisley and surrounding areas, on a mixed basis as appropriate under current SFA guidelines.
- h) To pursue any action or activity genuinely believed to be in furtherance of these Aims and Objectives.

### **3. Membership**

- a) Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex; sexual orientation, political or other opinion.
- b) Members shall pay membership fees as fixed at each Annual General Meeting. The club at the Annual General Meeting may also require members to contribute to the club funds by way of a special levy.
- c) All members joining the club shall be deemed to accept the terms of and policies of the club, in particular without prejudice to the foregoing generality, the requirement to conduct themselves in accordance with the club's ethical framework and the bye-laws as to discipline set out therein.
- d) Any person seeking to join the club shall submit an application to the Management Committee. Members shall be admitted by the Management Committee.
- e) Any person who makes application to join the club, during the current financial year, paragraph 7d, and has the application rejected, shall have the right of appeal of the decision to reject the application. This appeal shall be heard by the membership at the annual general meeting of the club. The appeal must be sent recorded delivery to the club secretary, before the 30<sup>th</sup> day of April in the current year.

### **3. Club Secretary, 2018, Billy Hassan**

The Secretary is responsible for recording minutes of meetings and for sending these out to Committee Members in advance of the next meeting with a copy of the Agenda. The Secretary will also be responsible for the correspondence to and from the club.

### **4. Club Treasurer, 2018, George Edgar**

The treasurer shall be responsible for collecting all funds due to the Club and for settling any accounts due. A statement of accounts shall be given at each Club Meeting and a full financial report given at the Annual General Meeting.

### **5. President 2018, Billy Hassan**

The President or in their absence the Vice President ( **Tony O'Hare** ) shall preside at all meetings of the Club. Should neither the President nor Vice President be present, the meeting shall elect a Chairperson for that meeting. The Management Committee shall have the power to convene a Special Meeting or Extraordinary General Meeting, giving fourteen days (14) notice, and they shall convene such a meeting on the requisition in writing, giving reasons for the request and purpose of the meeting. Such requests must be made by a number equivalent to half plus one of a quorum.

### **6. Child welfare and protection officer 2018, William Hassan snr**

Responsibilities include,

- Implement the Sports Governing Bodies, (SGB) child protection policy and procedures.
- Encourage good practice by promoting and championing the child protection policy and procedures.
- Monitor and review the child protection policy and procedures to ensure they remain current and fit for purpose.
- Regularly report to the Management/Committee/Board.
- Raise awareness of the Club Child Protection Officer role to parents/carers, adults, and children involved in the club.
- Raise awareness of the Code of Conduct for working with children to parents/carers, adults and children involved in the club.
- Challenge behaviour which breaches the Code of Conduct.
- Keep abreast of developments in the field of child protection by liaising with the SGB Child Protection Officer, attending relevant training or events and subscribing to the Safeguarding in Sport newsletter.
- Organise/signpost appropriate training for all adults working/volunteering with children in the club.
- Establish and maintain contact with local statutory agencies including the police and social services.
- Respond appropriately to disclosures or concerns which relate to the well-being of a child.
- Maintain confidential records of reported cases and action taken.
- Where required liaise with the SGB Child Protection Officer and/or statutory agencies and ensure they have access to all necessary information.

The clubs child protection policy is available on the club web site, [www.glenifferthistle.co.uk](http://www.glenifferthistle.co.uk)

### **7. Management:**

- a) The affairs of the Club shall be governed by a Management Committee which shall be the sole authority as to the interpretation of the Constitution of the Club and shall be vested with all powers competent to the Club itself excepting so far as these are expressly reserved to the members in a General Meeting by the Constitution. The Management Committee shall decide all matters concerning the working management of the Club.
- b) The Management Committee shall consist of the President, Vice President, Treasurer, Secretary and the elected coaches of the various teams. A Quorum of 50% plus 1 is required at each Management meeting.
- c) The General Committee shall consist of all club members along with all members of the Management Committee. The Management Committee shall be elected annually at Annual General Meeting by the members of the club, with the exception of the President who shall hold office for two years, and the Management Committee shall be the sole body that appoints or removes team Officials. A quorum of one third of registered General Committee is required for a General Meeting. The General Committee shall meet at least twice a year.
- d) Before admission to the club any member who will in any way be involved in coaching must be in possession of the SFA 'E1' & 'E2' Coaching Certificates or 'D1' & 'D2' Certificates, whichever is appropriate to the team they intend working with and give a commitment to maintain the necessary coaching certificates required. The maximum length of time anyone can act as a helper is three months in order to allow them to attain the necessary qualifications, these helpers cannot be left alone with the running of the team and must be supervised at all times by a member who has the appropriate qualifications for said team; until such time as the helper(s) have obtained the necessary qualifications before the three month time period has elapsed. In the case of a new team being started up at least one member of the coaches, as is the requirement for all teams, must have a current First Aid Certificate or Sports Injures certificate and must be present at all activities carried out by the team.

- e) Before admission to the club, as an official, each new member to the club must pass the clubs vetting procedure, and they will also have a PVG check by Disclosure Scotland, all members must be checked by Disclosure Scotland before the AGM, anyone who does not have a suitable Disclosure Certificate by the AGM will be refused membership into the club.
- f) PVG disclosure checks must be carried out every 3 years, or as recommended by the National Governing Body, from the date of the previous Certificate issued.
- g) The Vice Presidents will be elected by the members on an annual basis subject to paragraph 3g.
- h) In addition to the foregoing appointments the Management Committee shall appoint, where appropriate, in a non-Management capacity Honorary President(s) and Patron(s). These positions shall have no voting rights.
- i) The Management Committee shall meet at least four times a year at such date, time and place as shall be decided by them.
- j) On death, retiral or protracted absence of any Committee Member, the Management Committee shall have the power to fill the vacancy.
- k) The Management Committee may appoint specific sub committees for the performance of certain specific functions.
- l) Decisions of the Management Committee and its Standing Committees shall be subject to any right of appeal to The National Governing body of the team concerned.
- m) All persons in membership of this club shall adhere to the standards document.
- n) Each Team is responsible to the Club and the Association for the action of its players, officials and spectators.

#### **7. Finance:**

- a) Withdrawals must be made by one of the office bearers and the Treasurer, bank statements will be sent to the club Treasurer. At all Management meetings, the Treasurer will have to submit to the Management Committee a copy of the previous months accounts, failure to do so will lead to further action being taken by the Management Committee. Any item of expenditure of one hundred pounds (£100) or over must be authorised by two Management Committee Members. Where items have not been authorised in excess of £100, they will be considered unconstitutional expenditure. All equipment purchase regardless of the amount must be cleared with the Treasurer.
- b) Permission is hereby given for the Club to borrow funds to an extent of Five Hundred Pounds (£500) whether by overdraft of loan(s) or a combination of both. This facility applies to the Central Fund
- c) Where Teams are planning trips a regular financial statement of the trip must be given at the Committee Meetings, on a monthly basis.
- d) The Financial Year-End will be the 31st of May and each team must submit their accounts for audit.
- e) No portion of the income and property shall be paid or transferred directly or indirectly by way of dividend, distribution, bonus, honoraria or otherwise howsoever by way of profit to the members.
- f) If, upon the winding up or dissolution of the Club there remains after the satisfaction of all the Club's debts and liabilities any property whatsoever, the same shall be given or transferred to some other organisation or organisations having objects (that is, aims and activities) similar to the objects of the Club, such organisation or organisations to be determined by the members of the Club by Resolution passed at a General meeting at or before the time of the dissolution, and in so far as effect cannot be given to such provision then to some charitable objects

#### **8. Voting**

All

members of Gleniffer Thistle, have the right to vote at the Annual General Meeting of the club. Members who are under the age of 16 at the 30<sup>th</sup> of April in the current year, will have the ability to vote, by proxy, through a parent or guardian who will be allowed to attend the meeting on their behalf.

At meetings any votes will be on a show of hands basis or by ballot if requested by two members. The President or Chairperson has a casting vote in the event of a vote being tied. At an Annual General Meeting or an Extraordinary General Meeting where voting takes place to change or alter the constitution, votes shall be one vote per member, two thirds of all voting members present are required for amendments to the constitution. Every motion for changing the constitution must be submitted to the committee, all changes must be delivered to the Club Secretary in writing one month before the Annual General Meeting. Should a motion for change fall, it shall not be competent to reconsider it for at least six months.

#### **9. Meetings**

- a) Monthly Management Committee meetings shall normally be held at the end of each calendar month with the Annual General Meeting being held in the month of June. All teams and club officials will be represented at all meetings. Any member who fails to attend three consecutive meetings, without notifying the Club Secretary shall be subject to

item three paragraph 'h' of the constitution. Any committee member who fails to attend the AGM without giving their apologies, in writing, to the Club Secretary shall be deemed to have resigned from the club.

- b) At the club AGM, every club coach must be re-elected by the members of the club. Each coach must be proposed and seconded by two other Members.

Notice from two members of any proposed addition or alteration to the Constitution to be put forward for consideration at the Annual General Meeting, must be sent by Recorded Delivery by the proposer and seconder in separate letters, signed by the proposer and seconder, to the Club secretary before the 30<sup>th</sup> day of April in the then current year. Notice from a member of any other resolution to be brought before an Annual General Meeting must be sent in like manner, before the 30<sup>th</sup> day of April in the then current year.

- c) The Management Committee shall have full executive power vested in it. Including the powers to fine any team, and suspend or expel any player, official, team or other person under the clubs jurisdiction who infringes the Constitution or Standards of Gleniffer Thistle, or decisions of the Management Committee or who is adjudged by the Management Committee to be guilty of conduct harmful to Gleniffer Thistle.
- d) The Management Committee shall be the authority for the interpretation of the Club Constitution or Standards and shall decide upon any question of interpretation or upon any matter affecting the Club not provided for by the Constitution or Standards.
- e) The Management Committee shall have the power to implement from time to time Standing Orders regulating the proceedings of the Management Committee and Standing Committees. The Standing Orders may in addition set out the nature and extent of any delegation of power to such Committees.
- f) The Constitution and Standards of the club shall enable the Management Committee to deal with all cases of dispute, breaches of rules, and matters of discipline, therefore legal proceedings shall not be taken on any matter except with the previous consent of the Management Committee. This rule applies to teams, players, officials, and any other persons participating under Gleniffer Thistles jurisdiction.

#### **10. Appeals:**

A Club, player or club representative may appeal to the Appeals Committee, of the National Governing Football Association that they are affiliated to, against the decision of a League, Association or Club affecting such Club, Player or Club representative. Such appeals shall be dispatched to the National Secretary by recorded or registered delivery and in duplicate within seven days of receipt of notice of the decision of the league, association or club concerned, and accompanied by a deposit, a sum of money as indicated in the current National Governing Association guidelines, for a player or club representative and, a sum of money as indicated in the current National Governing Association guidelines, for a club incl. VAT. This deposit may be forfeited if the Appeals Committee so decides. The grounds of appeal, to the Appeals Committee of the National Governing Association, must be specifically stated and if the Appeals Committee of the National Governing Association considers the appeal frivolous or trivial, the appellant may be liable to a financial levy the scale of which shall be fixed annually by the National Governing Association Appeals Committee. The decision against which any appeal is made will only be set aside when the appeal is received by the National Secretary and found to be in order and confirmation of such from the National Secretary is received in writing by the parties concerned.

#### **11. Publicity:**

Any contact with the press as regards matters of importance, stories or press releases, shall be done through the club President and club officials should not make comment about these stories or releases to the press.

**\*\*\* End of Constitution \*\*\***

**DECLARATION**

It is hereby certified that this document represents a true and most up to date version of the constitution of Gleniffer Thistle.  
I hereby agree to abide by the constitution and standards of Gleniffer Thistle.

NAME

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SIGNATURE

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DATE

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