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Mr Barry Brigham
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Tel: 07999199852



**M
P
F.C.**

Middleton Park F.C

Associate Members of the **Football Association.**
Affiliated to the **West Riding County F.A.**
Members of **Garforth Junior League/ West Riding Girls
League/ Leeds Red Triangle Invitational League**

web: www.middletonparkfc.co.uk or **e-mail:** info@middletonparkfc.co.uk

Secretary:
Mr Wayne Dixon
5 East Grange Rise
Belle Isle
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LS10 3EE
Tel: 07852311717

Treasurer:
Miss Sarah Welbourne
5 East Grange Rise
Belle Isle
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LS10 3EE
Tel: 07719719444

Fund-Raising Secretary:
Mr Steven Rose
5 Heatherdale Road
Tingley
Wakefield
WF3 1NE
Tel: 07930719010

Social Secretary:
Mr Chris Rushby
94 Belle Isle Road
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LS10 3AF
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Club Welfare Officer:
Mrs Mellanie Rose
15 Heatherdale Road
Tingley
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WF3 1NE
Tel: 07870353976

Minutes Secretary:
Ms Dolores Terzonie
27 Rydal Drive
Morley
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LS27 8SG
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Football Development Office
Miss Garry Watson
10 Lingwell Court
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Vice-Chairperson:
Ms Beverley O'Shaunessy
27 Rydal Drive
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Constitution/ Club rules

1. Name/ Location

The club shall be called Middleton Park F.C (the Club), other names used by the club will be, Middleton Park Ladies F.C, Middleton Park Girls F.C, Middleton Park Juniors F.C, Middleton Park Sunday F.C all known as "Middleton Park F.C". The Club shall be based at, 5 East Grange Rise, Belle Isle, Leeds, LS10 3EE. The games and training will take place at Middleton Leisure Centre Pitches or at Middleton Primary School.

2. Objects/ Purposes

The objects/ purposes of the club is to take children off the streets of Middleton and the local area in order to reduce the high rate of crime and to promote physical fitness and ball skills for the enjoyment and improvement of its members. Other objects/ purposes include organising competitive football games for all its relevant age groups. The club will also provide appropriate facilities and training equipment and ensure that all players are rewarded for their endeavours, by holding a presentation of trophies and/or certificates at the end of each season.

3. Status of Rules

These rules (the club rules) form a binding agreement between each member of the club.

4. Rules and Regulations

- (a) The Club shall have the status of an Affiliated Member Club of The Football Association by virtue of its affiliation to/ membership of The Football Association. The Rules and Regulations of The Football Association Limited and parent County Football Association and any League or Competition to which the Club is affiliated for the time being shall be deemed to be incorporated into the Club Rules.
- (b) No alteration of the Club Rules shall be effective without seven or more of the ten committee members voting in favour of the Rule.
- (c) The Club will also abide by The Football Association's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy.
- (d) Committee members must not be contacted after 9pm except in extreme circumstances.

5. Club Membership

- (a) The members of the Club shall be those persons listed in the register of members (the membership register) which shall be maintained by the Club Secretary.
- (b) Any person who wishes to be a member must complete a Membership/ Consent form and return it to the Club Secretary. Election to membership shall be at the sole discretion of the Club Committee. Membership shall become effective upon an applicants name being entered in the Membership Register.
- (c) In the event of a member's resignation or expulsion, his or her name shall be removed from the Membership Register.
- (d) The membership of the club is open to everyone regardless of religion, creed, colour, sex or age.
- (e) Younger children shall be allowed to train at the managers' discretion, but shall **NOT** be covered by the clubs insurance having not signed on as members.
- (f) The Football Association and parent County Association shall be given access to the Membership Register on demand.
- (g) An application form for membership shall be requested from the club secretary. This shall contain an agreement which will be signed by the child and parent/ guardian(s).
- (h) Any member that has not played in the previous season shall also be forwarded a copy of the rules.
- (i) Membership of the club shall not guarantee a regular team place, nor should any player expect to be selected purely on the basis that they played in the previous season. In addition to this a player cannot expect to play in a match if they haven't turned in for the previous training session (no matter what their abilities may be).
- (j) Managers, parents and players are bound by the club rules and codes of conduct.
- (k) Parents are asked to notify the team manager in advance if a player is unable to attend training or match games. Any player failing to attend training may not be allowed to take part in the next match. If a player misses 3 consecutive training sessions without notifying their team manager, the player could be required to leave the club.
- (l) Any player attending training sessions or match games under the influence of drugs or alcohol will not be covered on the club's insurance and their membership will be terminated (no excuses).
- (m) Managers are required to have first aid kits available at all times and have undergone basic first aid training.
- (n) Parents shall be given a form on which to supply the club with details of any illnesses/allergies that their child may have, and with any special instructions concerning his/her treatment in the events of an accident or illness occurs. Parents must ensure their Childs manager carries labelled inhalers for asthma sufferers.
- (o) Players must play in their actual age group unless otherwise given permission from the Committee.
- (p) The club will not be held responsible for those children whose parents do not drop them off and pick them up from training and matches. All children who are under 13 must be dropped off and picked up by a responsible adult.

- (q) Children playing in junior age groups below under 13 level must play at least half of the full match time, no matter what their ability.
- (r) Children playing in junior age groups at under 13 level and above must play at least 15 minutes of the full match time, no matter what their ability.

6. Club Membership Fee

- (a) An annual fee payable by each member shall be determined from time to time by the Club Committee. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.
- (b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary (i.e. Subs at training) to fulfil the objects/ purposes of the Club.
- (c) A reduced fee shall be charged for children joining half way through the playing season
- (d) All fees will be specified on the membership form and will be subject to review annually at the AGM (Annual General meeting).
- (e) Membership shall be paid no later than the 31st July of each year and new members cannot be accepted after the 1st February of the following calendar year.

7. Resignation and Expulsion

- (a) A member shall cease to be a member of the Club if, and from the date which, he/ she gives notice to the Club Committee of their resignation. A member whose annual membership fee or further subscription is more than two months in arrears shall be deemed to have resigned.
- (b) The Club Committee shall have the power to expel a member when, in their opinion, it would not be in the interests of the Club for them to remain a member. There shall be no appeal procedures.
- (c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the Club Property.
- (d) Any Volunteer who signs the volunteer registration form agrees to the agreement stated on it. Therefore, any volunteer failing to complete two years voluntary work will be prosecuted (if the committee feel it necessary to do so) for the costs of any courses attended (that the club paid for).

8. Club Committee

- (a) The Club Committee shall consist of the following Club Officers: Secretary, Asst. Secretary, Chairperson, Vice-Chairperson, Treasurer and Minutes Secretary and up to nine other members, elected at an Annual General Meeting (AGM) with various roles.
- (b) Each Club Officer and Club Committee Member shall hold office from date of appointment until next Annual General Meeting unless otherwise resolved at a Special General Meeting. One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have the

casting vote in the event of a tie. Meetings of the committee shall be chaired by the Chairperson or in their absence the Vice-Chairperson. The number of members whose presence is necessary for the transaction of business shall be five.

- (c) Decisions of the Club Committee at meetings shall be entered into the Minute Book of the Club to be maintained by the Minute Secretary.
- (d) Any member of the Club Committee may call a meeting of the Club Committee by giving not less than seven days' notice to all members of the Club Committee. The Club Committee shall hold not less than four meetings a year.
- (e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by the one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.
- (f) Save as provided for in the Rules and Regulations of The Football Association and the West Riding County Football Association to which the club is affiliated, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.
- (g) The committee shall decide on the standard of the kit to be worn for match days and training sessions.
- (h) The committee shall discipline any member who breaks these rules or who brings the club into general disrepute, this could result in a member being asked to leave the club.
- (i) Members who have concerns to raise at the committee meetings, and are under the age of 18; must be represented by their parent/guardian(s) for the purpose of attending and voting at the clubs committee meetings.

9. Player/ Manager Fines

- (a) Any player who is fined by the Football Association/ Football Leagues is responsible for the payment of that fine. If a player fails to pay any fine the club will terminate their membership immediately.
- (b) Players may be fined for breaking rules or as an act of discipline by the team manager or the committee; if payment of this fine exceeds 7 days, the player's membership may be terminated.

10. Annual and Special General Meetings

- (a) An Annual General Meeting (AGM) shall be held in each year to:
 - (i) receive a report of the activities of the Club over the previous year.
 - (ii) receive a report of the Club's finances over the previous year.
 - (iii) elect the members of the Club Committee.
 - (iv) consider any other business.
- (b) Nominations of the election of members as Club Officers or as member of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the meeting.

- (c) A Special General Meeting (SGM) may be called at any time by the Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing signed by not less than five members stating the purposes for which the meeting is required and the resolutions proposed. Business at an SGM may be any business that may be transacted at an AGM.
- (d) The Secretary shall send to each member at their last known address written notice of the date of General Meeting together with the resolutions to be proposed at least 14 days before the meeting.
- (e) The number of members whose presence is necessary for the transaction of business shall be five.
- (f) The Chairperson or, in their absence a member selected by the Club Committee, shall take the chair, Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairperson of the meeting shall have a casting vote.
- (g) The Minute Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

11. Club Finance

- (a) A bank account shall be opened and maintained in the name of the Club (the Club Account). Designated account signatories shall be the Club Secretary and the Club Treasurer. All monies received by the Club shall be received by the Treasurer and deposited into the Club Account.
- (b) The Club Committee shall have the power to authorise the payment of expenses to any member of the Club and to any other person or persons for services rendered to the Club.
- (c) The Club shall prepare an annual Financial Statement in such form as shall be published by The Football Association from time to time.
- (d) The Club Property, other than the Club account, shall be stored in secure units owned by the Club (Container).
- (e) The Club Secretary will be the key holder, only Committee members and Coaching Staff may enter the Container unless otherwise advised by a committee member.

12. Dissolution

- (a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three quarters of the members present.
- (b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.
- (c) In the event of dissolution, members shall be collectively liable for any outstanding debts and any monies in the Club Account shall be split between all Club members. Any equipment will be donated to Local Schools/ Clubs.

13. Safety

- (a) The club shall take every precaution to ensure the safety of its members. All managers must undergo Police and Social Services checks (obtained through the F.A CRB Checks).
- (b) The club has a Child Protection Policy adopted from The Football Association. The child protection policy will be enforced by a child protection officer.
- (c) Players are required to wear shin guards/pads at **all** times.
- (d) Players should be adequately protected against the weather conditions (i.e. warm clothing in winter including gloves, hat and jogging pants; hat and sunscreen on hot days).
- (e) Managers are able to prevent a player from playing if not appropriately dressed.