

Trowbridge Basketball Club

Constitution

Chairperson - Adam John Storey

Business type - Non-profit unincorporated organisation

Registered address - 11 Towpath Road, Trowbridge BA14 7QB

Club Sports hall - St. Augustines Catholic college, Trowbridge, BA14 9EN

- 1. The Club shall be called Trowbridge Basketball Club, hereinafter called the Club.**

- 2. The objectives of the Club:**
 - 2.1. To provide open access to organised basketball for any person in the community.

 - 2.2. Through the sport of basketball the club will promote positive attitudes by encouraging healthy lifestyle, personal fitness, competition and collaboration with others.

 - 2.3. To ensure that access is open all persons regardless of ethnic origin, creed, religion or ability;

 - 2.4. To work in close partnership with other organisations to build a sustainable basketball development:
 - 2.4.1. St. Augustine's Catholic (Sports) College;
 - 2.4.2. West Wiltshire Schools Sport Partnership;
 - 2.4.3. West Wiltshire District Council Sports Development;
 - 2.4.4. Wiltshire County Sport Partnership;
 - 2.4.5. Others (as appropriate)

 - 2.5. To work closely with Trowbridge Basketball Club's Junior Programme to develop School year teams from years 7-11 and girls only basketball;

- 2.6. To provide any person the opportunity to develop their skills in coaching, officiating and mentoring.

All basketball activity will be conducted in a safe, protected and monitored environment, in adherence with the clubs protection, equity and safe working policies.

3. Membership

- 3.1. Membership will consist of the steering committee (herein known as the committee) and the members.
- 3.2. In accepting membership a person agrees to abide by the Constitution of the Club.
- 3.3. The members will have 14 days to make representation to the steering committee on any matter. (Representation for Junior players can be made by parents, guardians or teachers).
- 3.4. Each member will be required to affiliate to the Club by taking out annual registration to Trowbridge basketball club for either a 'Senior' or 'Junior' (fee level set annually by Trowbridge Basketball club).
- 3.5. Membership to our club will be used to improve our Equipment & Services and development for new opportunities.
- 3.6. Member's parents or guardians will be required to complete a membership/ permission form of basic data and stating any special or specific needs that would need to be catered for during basketball activity.

4. The steering committee will consist of the following officers:

- 4.1. *Chair - ensures that the Club is meeting its aims*
- 4.2. *Vice-chair - Helps Chair in fulfilling Club aims.*
- 4.3. *Treasurer - handles financial affairs of the Club*
- 4.4. *Secretary - schedules meetings and handles internal affairs*
- 4.5. *Funding Officer - Locates and applies for funding opportunities*
- 4.6. *TBL Manager - Manages TBL affairs*
- 4.7. *Head of officiating - manages qualified and amateur officials*
- 4.8. *Safeguarding and welfare officer - Manages safeguarding and welfare affairs*
- 4.9. *Junior Lead Coach - Runs our Junior sessions*
- 4.10. *Women's Lead Coach - Runs our Women's sessions*
- 4.11. *Men's Webba competition Manager - Manages Men's Webba affairs*
- 4.12. *Women's Webba competition Manager - Manages Women's Webba affairs*

- 4.13. *Social Representative - organises social events*
- 4.14. *Digital Team Lead - create content and promote the club on digital platforms*
- 4.15. *Development Officer - creates development opportunities*
- 4.16. *Outreach Officer/s - promotes the club across schools and organisations*
- 4.17. *Session Leaders - Delivers and manages scrimmage sessions*
- 4.18. *TBL Team Representatives - Manages their team within the TBL (Not part of steering committee)*

5. Sub committees

6. Trowbridge Competition Committee

- 6.1. *Men's Webba Manager - Manages Men's Webba affairs*
- 6.2. *Women's Webba Manager - Manages Women's Webba affairs*
- 6.3. *Men's Lead Coach - Runs Women's sessions*
- 6.4. *Women's Lead Coach - Runs Men's sessions*
- 6.5. *Assistant Coaches - Assists in the running of both Men & Women's sessions*
- 6.6. *Women's social/Digital officer - Manages Women's social platforms and events*
- 6.7. *Men's social/Digital officer - Manages Men's social platforms and events*
- 6.8. *Head of officiating - Manages qualified and amateur officials*
- 6.9. *Webba Social Representative - Organises Webba social Events*
- 6.10. *Junior Representative - Provides guidance and assistance for young players*

With the exception of team reps (4.9), whom are chosen by their own teams and therefore not part of the steering committee will be elected annually at the Annual General Meeting (hereinafter referred to as the AGM).

Any officer not seeking re-election should inform the Secretary at least two weeks before the AGM.

7. Steering Committee

- 7.1. The management of the club shall be vested in the Steering Committee (hereinafter called the Committee).

- 7.2. The Committee shall comprise of the elected officers who will be elected at the AGM.
- 7.3. The Committee shall have the power to create and fulfil casual vacancies in its membership, and to create and fill any other office, which its opinion is necessary.
- 7.4. The secretary shall convene general meetings of the committee, and this committee shall normally meet at least three times during its term of office.
- 7.5. The quorum necessary for the transaction of business for the committee shall be four members present and eligible to vote.
- 7.6. Committee meetings will be open to any member of the Club (and their parents/guardians) but those members will not have the right to vote.
- 7.7. Every question at a meeting of the committee shall be determined by a majority of the vote of the members present and voting, every member having one vote, in the event of an equality of votes the chairperson of the meeting shall have the casting vote.
- 7.8. The interpretation of this constitution of the Club shall be vested in the committee, who shall decide all questions relating to the Club, save those specified in, or involving and amendment to this constitution.
- 7.9. The committee will be responsible for monitoring membership to ensure that all members of the community have access to the Club and that no person is denied access on the basis of creed, race or ability.
- 7.10. The committee shall be empowered to form rules, which shall be binding on all Club members.
- 7.11. The committee shall **not** employ any professional officers.
- 7.12. The committee uses the services of coaches and officials who would be contracted on a part time basis and they may be reimbursed for their work.

8. Finance

- 8.1. The financial year of the Club ends on 31st May
- 8.2. The funds of the Club (teams) will be lodged at a bank, and all cheques drawn on this account shall be signed by any of the following: Treasurer, Secretary, Chair
- 8.3. In the event of the Club ceasing to exist, any assets at the time of the dissolution shall, at the discretion of the committee, become the property of local school basketball. Any unspent grant funding shall be returned to the granting body that awarded the grant.
- 8.4. No member shall obtain assets from the Club
- 8.5. A statement of accounts will be available to the committee at each meeting

9. Annual General Meeting

- 9.1. AGM shall be held during the month of May
- 9.2. A report of the committee and a statement of accounts will be presented to the AGM.
- 9.3. At least 30 days preliminary notice of the AGM shall be given, inviting nominations for committee membership and resolutions to the constitution to be submitted at least 14 days prior to the AGM.
- 9.4. Eligible members will vote any resolutions duly received.
- 9.5. No resolutions can be accepted from the floor of the AGM.
- 9.6. No other business may be transacted at the AGM.

10. Discipline

- 10.1. The committee shall have the power to appropriate disciplinary action against any Club member, and shall have the authority to expel from the Club any member guilty of conduct deemed to be to the detriment of the Club.
- 10.2. Any member has the right to appeal any decision made by the committee on behalf of the club.
- 10.3. Appeals must be made in writing and within seven days of the initial decision being notified.

Ratified November 2021