

Abbeymead Rovers Football Club

Club Rules



www.abbeymeadroversfc.co.uk

1. Name

The Club will be called Abbeymead Rovers Football Club (ARFC).

2. Objects

The objects of the Club will be to provide facilities, promote the game of Association Football, and arrange training, matches and social activities for its Members and the local community.

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 Members of the Club will exercise their rights, powers and duties and will, where appropriate ensure that others conduct themselves respectfully so that the business and affairs of the Club can be carried out in accordance with the Rules and Regulations of The Football Association Limited ("The FA"), the County Football Association to which the Club is affiliated ("Parent County Association") and any Competitions in which the Club participates.
- b) No alteration to the Club Rules will be affected without prior written approval by the Parent County Association. The FA. The Parent County Association reserve the right to approve or disagree with any proposed changes to the Club Rules
- c) The Club will also abide by The FA's Child Protection Policies and Procedures,
- d) The Club will ensure that Grassroots Codes and an Equality Policy are in place.

5. Club Membership

- a) The Members of the Club will be those persons listed in the register of Members (the "Membership Register") which will be maintained by the Club Secretary via the 360 Player system.
- b) Any person who wishes to be a Member must apply via the link on the Club Website.
- c) Election to Membership will be at the discretion of the Club Management Committee and granted in accordance with the Anti-Discrimination and Equality Policies. An appeal against refusal may be made to the Club Management Committee in accordance with the Complaints Procedure.
- d) Membership will become effective upon Registration and is maintained by the 360 Player system.

- e) In the event of a Member's resignation or expulsion, his or her name will be removed from the 360 Player System.
- f) The GFA or FA must be given a register of Members if requested.

6. Annual Membership Fees

- a) The Club Management Committee have the authority to levy any fees and subscriptions deemed reasonably necessary to fulfil the objectives of the Club.

7. Resignation and or Expulsion

- a) Any Member will cease to be a Member of the Club from the date notification of Resignation is received by the Club Management Committee.
- b) A Member whose subscription is more than 2 months in arrears shall be deemed to have resigned.
- c) The Club Committee has the power to expel any Member whose Membership is not considered to be in the interests of the Club. An appeal against such a decision can be made to the Club Management Committee in accordance with the Complaints Procedure.
- d) Following resignation or expulsion an ex Member is not entitled to claim any income or assets from the Club (the 'Club Property').

8. Club Management Committee

- a) The Club Management Committee will consist of the following Club Officers:
(It is not recommended that one person holds more than two Officer positions at one time).
 - Chairperson
 - Vice Chairperson
 - Treasurer
 - Welfare Officer
 - Club Secretary
 - Youth Secretary
 (These Officers are elected annually at the Club's Annual General Meeting).
 Plus, at least 5 or more other Committee Members.
- b) All Committee Members will hold Office from the date of appointment until the next AGM, or Extraordinary General Meeting.
- c) The Club Management Committee will be responsible for the management of all the affairs of the Club. Decisions of the Club Management Committee will be made by a simple majority of those attending the Monthly Committee meetings. The Chairperson will have the casting vote in the event of a tie. Meetings will be chaired by the Chairperson, or in their absence the Vice Chairperson or a nominated Officer.
- d) The Quorum for the transaction of business of the Management Club Committee is three.
- e) Decisions made in Committee Meetings will be minuted and maintained by the Club Secretary.
- f) Any Member of the Management Club Committee can call a meeting giving at least seven days' notice.
- g) A minimum of at least four Management Committee Meetings must be held a year.
- h) Any outgoing Member of the Club Management Committee can be re-elected at the AGM.
- i) Any vacancy on the Club Management Committee which arises between AGMs can be filled by any member proposed by one and seconded by another of the remaining Club Management Committee and approved by a simple majority.
- j) The Club Committee shall have the power to decide on all questions and disputes arising in respect of any issue concerning the Club Rules.
- k) A Club Officer position can become vacant if the Officer is suspended by the FA. Should this happen, they cannot take part in any Football Activity until resolved.

9. Annual and Extraordinary General Meetings

- a) An AGM shall be held in each year to:
 - Receive a report of the activities of the Club over the previous year.
 - Receive a report of the Club's finances over the previous year.
 - Elect the Members of the Club Management Committee.
 - Consider any other business
- b) Nominations for the election of Members as Club Officers or as Committee Members need to be made in writing by a Proposer and a Seconder, both of whom must be existing Members of the Club, and received by the Club Secretary at least 21 days before the AGM.
- c) Notice of any resolution to be proposed at the AGM needs to be given in writing to the Club Secretary at least 21 days before the meeting.
- d) An EGM can be requested in writing to the Club Secretary at any time by the Club Management Committee and must be called within 21 days of the receipt of the request signed by at least five Members. The request must state the purposes of the meeting and the resolutions proposed.
- e) The Club Secretary must send written notice of the date of a General Meeting (whether AGM or an EGM) to each member at their last known email address) together with the proposed resolutions at least 14 days before the meeting.
- f) The Quorum for a General Meeting shall be 10.
- g) The Chairperson, or in their absence, the Vice Chairperson or a nominated Officer selected by the Club Management Committee, shall take the chair.
- h) Each Member present shall have one vote, and resolutions will be passed by a simple majority. In the event of a tie, the Chairperson of the Meeting shall have the casting vote.
- i) Members under the age of 18 years cannot vote in a General Meeting, however one of his or her parents/guardians may vote on his/her behalf.
- j) The Club Secretary, or in their absence a nominated Member of the Club Committee, will record Minutes of General Meetings.
- k) The Coaching Teams are responsible for their own team and its affairs. The Lead Coach will be requested to present a report of their teams' activities to the Club Management Committee at each monthly meeting.

10. Club Finances

- a) The Club will have a bank account, opened and maintained in the name of the Club. This is known as 'The Club Account' or 'Designated Account'.
- b) Account Signatories will include the Club Chairperson, The Club Secretary and the Treasurer.
- c) No amount of money can be drawn from the Club Account except by a cheque signed by two signatories.
- d) All money paid in must be received by the Treasurer and deposited into the Club Account by him/her.
- e) Any Club Property is to for Club use only. The distribution of profits or proceeds arising from the sale of Club Property to Members is prohibited.
- f) The Club Management Committee has the power to authorise any payment for services rendered to the Club, or reimbursement of reasonable expenses to any Member of the Club or to any other person.
- g) The Club must not pay a Member for playing.
- h) The Club will provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away match expenses, post-match refreshments and other ordinary benefits of Community Sports Clubs as provided for in the Finance Act 2002.
- i) The Club can also, in connection with the sports purposes of the Club:
 - sell and supply food, drink and related sports clothing and equipment.
 - employ Members (although not for playing) and pay them for providing goods and services.
- j) The Club can pay for reasonable hospitality for visiting teams and guests.

- k) Every effort must be made to protect the Club Management Committee and Members against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- l) The Club must keep accurate records of all payments and produce receipts to enable disclosure of the financial position (including assets and liabilities) at any time.
- m) The Club must retain its accounts for a minimum of six years.
- n) The Club will prepare an annual "Financial Statement", in a format acceptable to The FA. This must be verified by an independent, appropriately qualified accountant to be approved at the AGM and available to the FA if required.
- o) Club Property, other than the Club Account, will be managed by the Club Management Committee.
- p) Any decisions regarding Club Property must be accurately minuted.

11. Dissolution

- a) A resolution to dissolve the Club can only be proposed at an AGM or EGM and carried by a majority of at least three-quarters of the Members present.
- b) The dissolution will take effect from the date of the resolution, and the Members of the Club Management Committee will be responsible for winding up the assets and liabilities of the Club.
- c) Any surplus assets remaining after the discharge of any debts and liabilities will be transferred to another Club, Competition or the GFA to use as seen fit.

The Rules and Regulations of The Football Association and Gloucestershire Football Association, and the leagues entered, shall be incorporated into the Clubs' rules.

Written by Sallie Lavis

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