



Constitution of Spencers Wood Football Club

Adopted at the Annual General Meeting on 8th September 2026. A starting-point template aligned with The FA's standard constitution for grassroots football clubs in England. Review with a committee member familiar with charity / unincorporated association rules before adopting.

1. NAME

The club shall be called Spencers Wood Football Club ("the Club").

2. OBJECTS

The objects of the Club are to provide facilities and opportunities for, and to promote participation in, the amateur sport of association football in Spencers Wood and the surrounding community.

3. STATUS

The Club is affiliated to County FA and operates under the rules and regulations of The Football Association ("The FA"). The Club is a non-profit-making organisation. All surplus income or profits are reinvested in the Club. No surpluses or assets will be distributed to members or third parties.

4. MEMBERSHIP

1. Membership is open to anyone interested in the Club's objects, regardless of age, gender, race, religion, sexual orientation, ability or disability.
2. An applicant becomes a member when their application is accepted by the committee and any subscription is paid.
3. Members agree to abide by this constitution, the Club's codes of conduct, and the rules of the FA.

4. The committee may refuse, suspend or terminate membership where conduct breaches this constitution or the Club's codes – with right of appeal to a meeting of members.

5. SUBSCRIPTIONS AND FEES

Annual membership fees, match fees and other charges shall be set by the committee and reviewed each season. Hardship cases will be considered confidentially by the committee.

6. THE COMMITTEE

1. The Club shall be managed by a committee of at least five members elected at the AGM.
2. Officers shall include, as a minimum: Chair, Secretary, Treasurer, Club Welfare Officer, and a member responsible for safeguarding compliance.
3. The committee shall meet at least two times each year and keep written minutes of each meeting.
4. The committee may co-opt additional members between AGMs to fill vacancies or take on specific responsibilities.

7. ANNUAL GENERAL MEETING (AGM)

1. An AGM will be held each year, with at least 14 days written notice given to all members.
2. The business of the AGM shall include receiving the Chair's and Treasurer's reports, presenting the audited or examined accounts, electing the committee, and considering proposed changes to this constitution.
3. Each member aged 16 or over has one vote. Decisions are by simple majority of those present and voting, except where otherwise stated.

8. EXTRAORDINARY GENERAL MEETING (EGM)

An EGM may be called at any time by the committee, or on the written request of at least five members. At least 14 days' notice must be given. Only the business specified in the notice may be transacted.

9. FINANCE

1. The Club's financial year shall end on 31st May
2. Club funds shall be held in a bank account in the Club's name. Cheques and electronic payments shall require One authorised signature or approval
3. Club funds shall be held in a bank account in the Club's name.
4. The Treasurer shall keep proper accounts and present them at the AGM.
5. No member shall benefit financially from the Club beyond legitimate expenses, except as permitted under FA rules.

10. SAFEGUARDING AND EQUALITY

1. The Club is committed to safeguarding the welfare of all children and adults at risk involved in its activities.
2. The Club shall adopt and follow The FA's Safeguarding Children Policy and Equality Policy.
3. All adults working with players under 18 shall hold an in-date FA-accepted DBS check and complete safeguarding training as required by the FA.
4. The Club Welfare Officer is the first point of contact for any safeguarding concern, and reports concerns through the FA / County FA / statutory channels as appropriate.

11. DISCIPLINE AND CONDUCT

All members are bound by the Club's codes of conduct for players, parents/carers, coaches and officials. Breaches will be handled by the committee in accordance with FA disciplinary procedures, with the right of appeal.

12. CHANGES TO THE CONSTITUTION

This constitution may only be amended at an AGM or EGM and requires a two-thirds majority of those present and voting. Proposed amendments must be circulated with the meeting notice.

13. DISSOLUTION

If the Club is wound up, any assets remaining after settling debts shall be transferred to another not-for-profit grassroots football club, The FA Benevolent Fund, or another charitable organisation with similar objects, as decided at the meeting that authorises dissolution. No assets shall be distributed to members.

14. ADOPTION

This constitution was adopted by the members of Spencers Wood Football Club on 8th September 2026.