The Rules of Parkfield Youth Football Club

**Contributing to your team**

The club shall be known as Parkfield Youth Football Club. The objective of the club shall be to arrange Association Football matches and social activities for its members.  These rules (the club rules) are a binding agreement between each member of the club.

**Rules and Regulations**

1. 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.
2. The club will abide by the Football Association child protection policies and Procedures for junior football, codes of conduct and the equal opportunities and anti discrimination Policy.
3. All monies gained by way of sponsorship will be paid directly to the club bank account and the Treasurer will separate all monies for use on the team it was paid too.
4. All subs will be paid to the club to use for paying all expenses of the club by way of standing order directly into the club bank account.
5. If a player fails to pay their subs for two months they will be suspended from all club activities until they are paid in full, unless a good reason is given and approved by the committee
6. All members in the club will be encouraged to take an active part in the club.
7. All active junior team coaches and managers will have to be in possession of a valid and up to date Football Association CRB with the Chairman and Welfare Officer holding a record of all CRB numbers
8. Our main playing colour will be Red & White Stripes for home kit, and Yellow & Blue for the away kit

**Club Membership**

1. The members of the club are those persons listed in the Register of members which is held and maintained by The club secretary.
2. For Junior Football, any parent will become a member once their child signs for the club. Membership shall become effective upon an applications name being entered in to the membership register. The committee shall have the power to refuse membership in extraordinary circumstances.
3. In the event of a member’s resignation or expulsion, their name shall be removed from the membership register.
4. The football association and the parent county association shall be given access to the membership register upon request.

**Resignation and Expulsion**

1. A member will cease to be a member of the club if, and from, the date on which they give notice to the team manager of their resignation.
2. The club committee shall have the power to expel a member when, in their opinion, it would be in the best interest of the club.
3. A member who resigns or is expelled shall not be entitled to claim any, or a share of any club property.

**Club Committee**

1. The club committee shall consist of the following club officers. Secretary, Treasurer, Chairperson, Welfare Officer, Catering Officer, Website officer and marketing Officer & Fixtures manager.
2. Club managers and assistants will be permitted to vote on committee matters. Other members are encouraged to attend meetings and will be allowed a vote in meetings if the Chairperson sees appropriate
3. Each club officer and club committee member shall hold office from the date of Appointment until the next AGM unless otherwise resolved at an extraordinary meeting. The club committee shall be responsible for the management of the club Affairs. Decisions of the club committee shall be made by a simple majority Vote of those attending the meeting. In the case of a tie the vote will be decided by a majority from the following – Chair, club secretary, Club Treasurer. Meetings of the club committee shall be chaired by the chairperson. In their absence the secretary will chair meetings.
4. Decisions of the club committee in meetings shall be entered into the written minutes of the meeting which is to be kept by the minutes taker.
5. Any member of the club committee may call a meeting of the Club committee by giving No less than 7 days notice to all of the club committee.
6. An outgoing member of the club committee may be re-elected an infinite amount of times. A member proposed by one and seconded by another of the remaining club committee members and approved by a simple majority of the remaining club committee members shall fill any vacancy on the club committee, which arises between AGMs.

**Annual and Special General Meetings**

An annual general meeting (AGM) shall be held each year to:

1. Receive a report of the activities of the club over the previous season
2. Receive a report of the clubs finances over the previous season and set the budget for the upcoming season.
3. Elect the members of the club committee for the forthcoming season
4. Consider any other business
5. A special general meeting (SGM) may be called at any time by any member of the committee, giving the Chairperson valid reason. The quorum of a general meeting shall be 5.
6. 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 a simple majority shall pass resolutions.

In the event of an equality of votes the chairperson of the meeting shall have a casting vote. One committee member shall be asked to take the minutes.

**Club Finances and Property**

1. A bank account shall be opened and maintained in the name of the club (the club account). Designated account cheque signatories shall be the Treasurer and one other member of the committee. The Treasurer will also use Internet Banking for making payments. No sum shall be drawn from the club account except by the Treasurer. All cash payable to club shall be received by the treasurer and deposited in the club account.
2. The income and assets of the club (the club property) shall be applied only in furtherance of the objects of the club.
3. The club committee shall have power to authorise the payment of remuneration and expenses to any member of the club and to any other person or persons for services rendered to the club.
4. The Treasurer shall prepare a monthly and annual financial statement and give out to members present at meetings.
5. Club property, other than the club account, shall be vested in not less than 2 and no more than 4 custodians, 1 of whom shall be the chairperson, who shall deal with the club property as directed by decisions of the club committee and entry in the minute book shall be conclusive evidence of such a decision.

**Club Teams**

1. A The team manager of each individual team shall be responsible for managing the affairs of the team.

**Match Day Disciplinary**

1. All matchday yellow and red cards for football offences in the junior teams shall be paid for by the player
2. Any offences for fighting, physical abuse could result in immediate expulsion from the club but each case will be dealt with individually by the committee and the individual will have opportunity to present their reasons.

**Dissolution**

* 1. A resolution to dissolve the club shall only be proposed at a general meeting and shall be carried by a majority of at least 75% of the members present.
  2. The dissolution shall take effect from the date of the resolution and the members of the club committee shall be responsible for winding up of the assets and liabilities of the club.
  3. Any surplus assets remaining after the discharge of the debts and the Liabilities of the club shall be transferred to the parent association who shall determine how the assets shall be utilised for the benefit of the game. Alternatively such assets may be disposed of in such other manner as the members of the club with the consent of the parent association shall determine.

**Contributing to your club**

Running a club of this size requires lots of volunteers.  We are always looking out for individuals to get involved across the club, and contribute their skills and/or time, this might be becoming a Team Coach or Manager, helping the Committee on a regular basis (e.g., organising events/ fundraising, finding sponsors, supporting club administration), or providing adhoc support as/when it suits you.  Please contact us at chairman@parkfieldyouthfc.co.uk to get involved, we would be delighted to have you on board.

**RESPECT**

Parkfield Youth FC supports the FA RESPECT code of conduct Parents/ Supporters can help us by:

* + applauding BOTH teams for good play
  + allowing only the coach to issue instructions to the payers
  + remain on the supporter’s side/ behind the barriers/respect lines
  + no shouting at the referee
  + give positive encouragement/ praise
  + demonstrate behaviour in line with the player agreement/ club rules

Certified as a true copy of Parkfield Youth F.C

*Chairperson / Secretary*