

1. The Constitution:

- The name of the Club is Hartley Wintney Football Club
- The address of the Club is The Bill Mitchell Pavilion, The Memorial Playing Fields, Green Lane, Hartley Wintney, Hampshire
- The colours of the Club shall be predominantly orange with black embellishments.

2. The objectives of the Club are:

- To provide those who participate in the sport of Association Football with the privileges and facilities of the Club premises.
- To participate in the designated league as may be determined from time to time by the Football Association, including the commensurate FA Cup Competitions and league sanctioned cup competitions, Hampshire County Cups and such other competitions as the general committee shall decide.
- Teams other than the first team shall compete in various leagues as determined by the football management and the general committee, subject to election by the said leagues.
- To provide licensed bar and social club facilities to all classes of membership.
- The general committee is authorised to make such sub-rules as they consider appropriate from time to time for the control of these amenities.
- The Club will make all such necessary arrangements as are reasonable to ensure the provision and maintenance of a building and suitable grounds for the purpose or playing football and of all other necessary matters in connection with the carrying on of the above mentioned purposes of the Club.

3. Members

- The Club shall consist of Trustees, Full, Honorary, Life and Associate members however the Honorary, Life and Associated members so admitted shall not be a significant number in proportion to the total membership.
- The Trustees of Hartley Wintney Football Club shall be the several persons named as parties to the agreement dated the twenty third day of June 1981 or the successors who shall be appointed in accordance with the terms of the said agreement
- The Trustees shall forthwith be deemed Honorary Members of the Club
- The appointment of a new Trustee shall be under the terms of the aforementioned agreement.
- A new Trustee's name shall immediately be substituted for the name of the outgoing Trustee. The outgoing trustee shall cease to be a member of the Club (unless membership is held in another capacity)
- The Trustees shall continue as Trustees of the Club without the necessity of annual re-election. Their duties are set out in the said agreement and can only be varied by a special meeting properly called and specially convened for that purpose.



- The election of members shall be vested in the general committee.
- Every candidate for admission as full or associate member shall be proposed and seconded by full members. The proposer and seconder shall vouch, from their personal knowledge, for the fitness of the candidate. The candidate shall be proposed by his name and residence being entered on the proposal form. The form shall be duly signed by the candidate, the proposer and the seconder. The relevant joining fee is to accompany all new applications for membership.
- The particulars of each candidate and the name of his proposer and seconder shall be posted on the Club notice board for at least two days before the date on which his name is submitted for election
- Any omission from or inaccuracy in the particulars relating to any candidate may render his or her election void. Such decision is at the sole discretion of the general or sub-committee appointed for membership purposes
- Any member who is of the opinion that any proposed candidate would not be a desirable member shall inform the Secretary who shall communicate the objection to the general committee.
- Immediately upon the election of the member the Secretary shall inform him or her of the fact whilst supplying him/her with a membership card and acquainting him/her with the rules. On admission the member shall enjoy the benefits of his/her class of membership and thereby agrees to abide by the rules of the Club. Any infringement of the rules may result in the cancellation of membership.
- Membership may be cancelled or rescinded by the general committee without any reason being given. The general committee or the sub-committee may thereafter give instructions that such person shall not thereafter enter the Club even as a visitor.
- All subscriptions are payable on the 1st July in each year and membership will be deemed to be cancelled if the subscription remains unpaid at the 31 July in that same year subject only to the committee at their absolute discretion deciding otherwise.
- Any member failing to pay their membership within the stipulated time period shall cease to be a member unless the general committee shall in their discretion decide otherwise.
- No rejected candidate shall again be proposed as a member until the expiration of six months from the date of such rejection.
- No person who shall have been expelled from the Club shall ever again be proposed as a candidate or visit the Club premises unless the special consent of the general committee has been obtained to them being so proposed as a member or a visitor to the Club.
- Any member may resign his/her membership by giving two days' notice in writing to that effect. Resignation will not entitle a refund of membership paid.



- Any member who is of the opinion that, the best interest of the Club requires that a member shall not be permitted to continue as a member of the Club shall inform the Secretary accordingly and the general committee shall in accordance with the powers of the General Committee as set out below have the discretion to suspend or expel the member without giving any explanation of their reason for so doing.
- Any member shall upon ceasing to be a member of the Club forfeit all rights and privileges with regard thereto
- The general committee in their absolute discretion shall have the power by unanimous decision to elect Honorary members and in exceptional cases to unanimously elect Life members who shall not be liable for any subscription.
- Full, Honorary and Life members may participate in all the activities of the Club and may vote at any general meeting provided that they have paid their subscription for the past season.
- Associate members may enter and enjoy the facilities of the Club and may attend and speak but not vote at any general meeting.

4. Officers of the Club

- The officers of the Club shall consist of the President, the Vice President, the Chairman, the Vice Chairman, the Honorary Secretary. Honorary Assistant Secretary (ies) and the Honorary Treasurer.
- The officers shall be elected annually at the Annual General Meeting and shall at the end of their term of office be eligible for re-election
- Any officer of the Club shall be removable at any time subject to a majority of three-fourths of the full members present at the Special General Meeting called for that purpose.
- In the event of the removal of one or more of the officers, the secretary shall obtain nominations during the following seven days thereafter for the election of new officers to fill any such vacancies that may have arisen by reason of the foregoing provisions of this sub-clause.
- Any casual vacancy that arises shall be filled by the officers who shall appoint a person to fill that office. Any person so appointed shall retain that office so long as the vacating officer would have retained the same as if no vacancy had occurred.
- Any officer vacating his/her office or on ceasing membership for any reason is suspended from membership

5. The Management Committee



- The management committee shall consist of The Trustees of the Club together with the duly elected Chairman, Vice-Chairman, General Secretary and Treasurer.
- Three shall be a quorum at a management committee meeting
- The management committee shall be responsible for the general administration of the Club including all aspects of financial control.
- The management committee shall meet not less than once in every two months and as frequently as may be necessary to ensure the proper running of the Club. Minutes shall be taken of the proceedings, which shall be opened to the inspection of any member of the Club applying to the secretary and giving twenty-one days' notice of his intention to inspect.

6. The General Committee

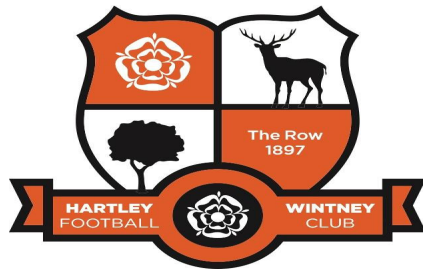
- The general committee shall be elected annually at the Annual General Meeting and shall consist of the officers of the Club (as hereinbefore defined) and not more than twelve full members of the Club
- Seven shall form a quorum at a general committee meeting The general committee may appoint such other sub-committees as shall from time to time be considered necessary for the benefit and proper conduct of the Club. Three shall be a quorum for sub-committee meetings where a specific quorum is not specified.
- The general committee shall have the power to appoint any member to fill casual vacancies on the general committee or any sub-committee and such appointment shall continue until the next AGM. Any person so appointed shall be eligible for re-election as a member of such committee.
- The general committee shall have the power to appoint and dismiss the football manager.
- The Football Manager shall be responsible for the appointment of individual team managers and coaches subject to the approval of the general committee.
- The General Committee shall meet not less than once in every three months and as frequently as may be necessary to ensure the proper conduct of the affairs of the Club. Minutes shall be taken of the proceedings which shall be opened to inspection as previously described.
- The general committee shall have the power to suspend (for a period not exceeding six months) or expel any member who shall infringe the rules or whose Conduct in the Club shall in their opinion be prejudicial to the character or interest of the Club and any member guilty of conduct likely to endanger the welfare and good order of the club shall be subject to expulsion by the General Committee at their absolute discretion.



- The Chairman or secretary shall be empowered to order the immediate withdrawal of any member whose conduct conflicts with the rules or byelaws or who after due warning persists therein.
- Any member liable to suspension or expulsion upon the above grounds shall be given a full opportunity to explain his/her conduct either by written explanation or orally before the general committee, if he/she elects to give an oral explanation he/she must do so in person and may if he/she wishes be represented by a third party. The decision of the general committee shall be final.
- Should the member fail to give a written explanation or appear in person before the general committee, the general committee may deal with his/her case in his/her absence.
- The general committee or any officer authorised by them shall have power to give orders to tradesman and others for their goods and to enter into any contracts for the arrangements necessary for carrying out works which the general committee, in their discretion regard as suitable to ensure the amenities of the Club but no claim will be recognised or paid for any work done or any goods supplied to the Club without such due authority.
- The general committee shall make such rules and regulations as may be necessary for the management of the property and affairs of the Club.

7. General Meetings

- The Annual General Meeting (AGM) shall be held each year at such date, time and place as the general committee shall direct, provided that a period of fifteen months must not have elapsed between the date of any one AGM and the next AGM.
- Notice of such AGM shall be placed upon the Club notice board at least twenty-one days before the appointed date of the meeting
- Any member desirous of moving any resolution at the AGM shall give notice thereof in writing to the Secretary not less than fourteen days prior to the date of the meeting.
- The President shall normally preside at the AGM or in his absence the Chairman shall preside.
- The agenda of the AGM shall be posted on the Club notice board for at least seven days before the date appointed for the meeting. No business other than that contained in the agenda shall be transacted save with the consent of the majority of the full members present.
- At the AGM an expenditure account and balance sheet together with a report of the Secretary thereto shall be presented, together likewise with a report from the wine committee for the past year.



- The Officers of the Club and the other members of the general committee shall be re-elected should they declare their willingness to continue in the role.
- The general committee shall immediately meet after such AGM for the purpose of electing the wine committee, and if it so wishes any other sub-committees.
- The Secretary shall summon Special General Meetings (SGM) at the direction of the general committee to transact business for any special purpose and the general committee shall forthwith direct the Secretary to summon a Special General Meeting upon the requisition in writing by ten or more full members stating the purpose for which the meeting is required.
- Notices of any SGM and of the purpose for which it has been called shall be exhibited upon the Club notice board fourteen days before the date appointed for the meeting and no other business except that for which the SGM has convened shall be the subject of discussion.
- The quorum for both the AGM and a SGM shall be twelve full members.
- At all meetings every full member present shall have one vote on each resolution providing that he/she has paid the full subscription for the past season.
- The presiding officer shall have, in addition to his vote as a member, a second casting vote.
- No rule of the Club shall be rescinded or altered except by a resolution of a general meeting passed by a majority of two thirds of the full members present and voting.

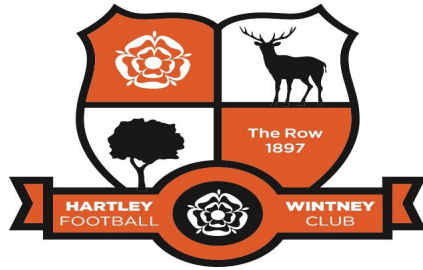
8. General Administration

- The Management of the Club shall be vested in the general committee.
- The Club shall keep at its premises a register of members and officers in which the secretary shall enter the following particulars:
 - The names and addresses of the members, and
 - The date upon which each was registered as members, and
 - The names and addresses of the officers including the general committee with the offices held by them respectively and the dates of their appointment.
 - The names and addresses of the four trustees currently nominated by the President to hold the Club's lease.
- Members shall be permitted to introduce friends as visitors and entertain them, the introducer being responsible for their proper conduct whilst upon the premises and the strict observance of the Club rules and regulations.



- Notwithstanding the general committee shall have power by their duly authorised officer to refuse the admission of any visitor if, in their opinion, it is desirable or in the interests of the Club
- No member may introduce as a visitor more than two persons at any one time except with the approval of the general committee or its authorised officer. No person may attend as a visitor on more than six occasions in any one club year.
- Appointed officials and members of visiting sports teams competing in events against club teams and their supporters shall, on the day of such event, be permitted entry to the Club's premises. While on the Club premises they may purchase intoxicating liquor. The committee or the authorised person may reserve the right to refuse admission to any such visitor at their own absolute discretion.
- The names of visitors and of the member by who introduced them shall be written in the visitor's book kept for that purpose.
- Visitors must leave the Club at the same time as or before their host.
- No person who has been expelled shall be admitted as a visitor unless it is expressly authorised in writing by the general committee or the duly authorised officer on their behalf,
- No member shall give the address of the Club in any advertisement or use the Club address for any business purposes whatsoever unless approved by the Committee.
- Every member of the Club shall give an address to the Secretary for the receipt of all notices and in the event of change shall notify the secretary and all notices posted to such last given address shall be considered given on the day following the day of posting.
- The financial year of the Club shall commence on April 1st of each year and end on March 31st of the ensuing year.
- The general committee shall be the sole authority for the interpretation of these rules and regulations made thereunder and their decision shall be final and binding on the members.
- In accordance with Clause I.2 of the FA Rules of Association the following rules where appropriate to Hartley Wintney FC (an unincorporated Club) shall apply:
 - (a) **Form of Clubs**

A Club must not be a sole trader and must have Articles of Association, rules or other form of written constitution in a form acceptable to The Association that as a minimum is capable of complying with the following provisions.
 - (b) **General Provisions**



A Club shall include the following provisions in its Articles of Association (where a corporate body) or Club rules (where an unincorporated association):

(i) “The members and the directors of the Company shall so exercise their rights, powers and duties and shall where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Company are carried out in accordance with the Rules and regulations of The Football Association Limited for the time being in force.

(ii) No proposed alteration to the provisions set out herein shall be effective unless the proposed alteration has been approved in writing by The Football Association Limited 14 days or more before the day on which the alteration is proposed to take place.

(iii) The office of (a/an Director/Officer or Official [delete as appropriate] shall be vacated if such person is subject to a decision of The Football Association Limited that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.”

(c) **Club Companies – Winding Up Provisions**

A Club which is incorporated under the Act shall have the following provisions in its Articles of Association:

“On the winding-up of the Company the surplus assets shall be applied, first, in repaying the Members the amount paid on their shares respectively. If such assets are insufficient to repay the said amount in full, they shall be applied rateably, so that the loss shall fall upon the Members in proportion to the amount called up on their shares respectively. No Member shall be entitled to have any call upon other Members for the purpose of adjusting the Members’ rights; but where any call has been made and has been paid by some of the Members such call be enforced against the remaining Members for the purpose of adjusting the rights of the Members between themselves.

If the surplus assets shall be more than sufficient to pay to the Members the whole amount paid upon their shares, the balance shall be given by the Members of the Club, at or before the time of dissolution as they shall direct, to The Football Association Benevolent Fund, or to some Club or Institute in the [here insert the name of the appropriate city or county] having objects similar to those set out in the Memorandum of Association or to any local charity, or charitable or benevolent institution situate within the said [here insert the name of the appropriate city or county].

In default of any such decision or apportionment by the Members of the Club, the same to be decided upon and apportioned by a Judge of the High Court of Justice having jurisdiction in such winding-up or



.Alternatively such balance may be disposed of in such other manner as the Members of the Club may, with the written consent of The Football Association Limited, determine.”

Where a Club is registered as a Community Interest Company under the Act or as a registered society under the Cooperative and Community Benefit Societies Act 2014, it shall include all of the above provisions in its Articles of Association or rules. Should these provisions not be acceptable to the relevant Regulator, any proposed variation from the above provisions must receive prior written approval from The Association. The Association will consider any such variations on a case by case basis.

(d) **Unincorporated Clubs – Winding Up Procedures**

Where a Club which is an unincorporated association is wound up and there are surplus assets after the payment of debts of the Club, the surplus assets shall be transferred only to a Club, Competition or Affiliated Association or The Association.

(e) **Notifiable Changes**

A Club shall not alter its constitution or make a material change to its financial structure without prior notification to The Association or if not a Full or Associate Member Club then the Parent Association of the Club. Any new entity shall be deemed, for the purposes of playing status in a Competition, to be a new Club.

For the purposes of this Rule, an alteration in constitution or material change in financial structure shall include such as winding-up of a Club, incorporation of an unincorporated Club, an agreement by which all the assets and goodwill of the Club are sold or transferred, entry into compulsory or voluntary liquidation, the convening of a meeting of creditors or the appointment of a receiver, administrative receiver, manager or administrator or if the Club ceases for any reason to carry on business or becomes a Parent Undertaking or Subsidiary Undertaking.

The Club may, by agreement with the trustees and the committee be dissolved by a majority vote at a special meeting held for this purpose (but only if the trustees and the committee have first agreed with Hartley Wintney Parish Council arrangements for surrender of the lease) After paying all Liabilities and discharging the indemnity to the trustees the Surplus of members assets, if any, shall be divided equally amongst full members.

9. The Supply of Intoxicating Liquor



- The rules of the Club shall conform to the Licensing Act 2003 and in the event that any provision contained in the rules conflicts with the provisions contained in the aforesaid Act, the said Act shall have a paramount effect and these rules shall be deemed to comply with the Licensing Act.
- The general committee shall elect from their number a wine committee of not less than three members of which two shall be a quorum.
- No person whatsoever under the age of eighteen years may be supplied with intoxicating liquor.
- The proceeds of the supply of intoxicating liquor shall be carried to the credit of the Club funds and no individual servant or other person shall derive any advantage from the supply thereof.
- The Club shall be open to the members for the sale of intoxicating liquor at times to be determined by the committee, but within the hours permitted by the Local licensing authority. The times for the sale of intoxicating liquor may be curtailed by the general committee or increased if any extension or extensions are given by the relevant local authority.

