

Constitution of Rutland Walking Football Club (RWFC)

(FA-Compliant Version)

1. Name

1.1 The Club shall be called **Rutland Walking Football Club (RWFC)** (“the Club”).

2. Status and Affiliation

- 2.1 The Club shall be a non-profit making organisation.
 - 2.2 The Club shall be affiliated to the appropriate County Football Association.
 - 2.3 The Club shall adhere to the Rules and Regulations of The Football Association and any relevant leagues or competitions.
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3. Aims and Objectives

- 3.1 To provide facilities for and promote participation in walking football.
 - 3.2 To ensure a safe, inclusive, and enjoyable environment for all members.
 - 3.3 To promote health, wellbeing, and social interaction through sport.
 - 3.4 To uphold the principles of fair play and respect in accordance with FA guidance.
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4. Membership

4.1 Membership shall be open to all persons aged 45 and over, without discrimination. Under-age players will be permitted to play at the discretion of the committee.

4.2 All members shall:

- Complete the club registration form and agree to update it if circumstances change.
- Pay any subscription fees
- Agree to abide by this Constitution and all Club policies
- Respect the spirit and rules of walking football.
- Inform the club secretary whether they have signed for any other club to play in league matches, which club and which age groups. If they do so during the league season, they are to inform the secretary of this immediately.

4.3 The Club Committee may:

- Refuse membership where it is in the best interests of the Club
- Terminate membership for misconduct or breach of rules

4.4 Members shall be entitled to attend and vote at General Meetings (one vote per member).

5. Equality

5.1 The Club is committed to the principles of equality and inclusion.

5.2 The Club shall adopt and implement an Equality Policy in line with The Football Association requirements.

5.3 No person shall be treated less favourably on grounds including age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage/civil partnership, pregnancy/maternity, or socio-economic status.

6. Safeguarding and Welfare

6.1 The Club shall adopt and implement FA Safeguarding Policies and Procedures.

6.2 A **Club Welfare Officer (CWO)** shall be appointed and hold appropriate FA-approved safeguarding training.

6.3 All members must:

- Respect safeguarding guidelines
 - Report concerns to the Club Welfare Officer
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7. Club Management (Committee)

7.1 The Club shall be managed by a Committee elected at the AGM.

7.2 The Committee shall consist of:

- Chairperson
- Secretary
- Treasurer
- Club Welfare Officer
- Club Health & Safety Officer
- Director of Football
- Up to two additional members

7.3 Committee members shall serve for one year and be eligible for re-election.

7.4 The Committee shall:

- Manage the affairs of the Club
- Ensure compliance with FA rules
- Oversee finance, safeguarding, and discipline

7.5 A quorum shall be three members, including at least two officers.

7.6 The Committee may co-opt members to fill vacancies until the next AGM.

8. Roles of Officers

8.1 Chairperson

- Chairs meetings and ensures proper governance
- Acts as principal representative of the Club

8.2 Secretary

- Handles administration and correspondence
- Maintains records and meeting minutes
- Liaises with the County FA

8.3 Treasurer

- Responsible for financial management
- Maintains accounts and reports to members

8.4 Club Welfare Officer

- Leads on safeguarding matters
- Acts as first point of contact for welfare concerns

8.5 Health and Safety Officer

- Develops and reviews the Club's health and safety policies and procedures
- Identifies risks and helps ensure appropriate safety arrangements are in place
- Promotes good practice in relation to incidents, emergencies and first-aid provision

8.6 Director of Football

- Responsible for overseeing all football activities, including training, player, and team development.
 - Overseeing all competitive matches, including squad selection and match tactics in association with team managers and coaches.
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9. General Meetings

9.1 The Annual General Meeting (AGM) shall be held each year.

9.2 The AGM shall:

- Approve minutes of the previous AGM
- Receive reports from Chair and Treasurer
- Elect Committee members
- Approve subscription levels

9.3 A quorum shall be 25% of members or a minimum of 8 members.

9.4 Extraordinary General Meetings (EGMs) may be called:

- By the Committee, or
- By written request of at least 5 members

9.5 At least 14 days' notice shall be given for all General Meetings.

10. Finance

10.1 The Club shall be run on a non-profit basis.

10.2 All income shall be applied solely towards the aims of the Club.

10.3 Payments up to £100 may be authorised by one authorised officer. Payments over £100 must be authorised by two authorised officers. No officer may authorise a payment to themselves.

10.4 The Treasurer shall prepare annual accounts for approval at the AGM.

10.5 No member shall receive payment except for legitimate, approved expenses.

10.6 Payment of Club Fees: Members are responsible for ensuring that all club fees are paid promptly. Any fees outstanding for a calendar month must be paid in full by the end of the following calendar month. Members with overdue fees may not participate in Club sessions, matches, or other playing activities until all outstanding amounts have been paid, unless the Committee has agreed otherwise in exceptional circumstances.

11. Discipline and Conduct

11.1 All members shall comply with:

- FA Respect Codes of Conduct
- Club rules and policies

11.2 The Club shall have a disciplinary procedure consistent with FA regulations.

11.3 The Committee shall have authority to:

- Issue warnings
- Suspend members
- Terminate membership

11.4 Members have the right to appeal disciplinary decisions.

12. Health and Safety

12.1 The Club shall adopt a Health and Safety Policy.

12.2 Members participate at their own risk but the Club will take reasonable steps to ensure safe conditions.

12.3 All sessions shall follow the Laws of Walking Football and FA guidance.

13. Data Protection

13.1 The Club shall comply with applicable data protection legislation.

13.2 Member data shall only be used for legitimate Club purposes.

14. Amendments to the Constitution

14.1 This Constitution may only be amended at a General Meeting.

14.2 Amendments require a two-thirds majority of members present and voting.

15. Dissolution

15.1 In the event of dissolution, any remaining assets shall not be distributed to members.

15.2 Assets shall be transferred to:

- Another CASC (Community Amateur Sports Club), or
- A registered charity or organisation with similar objectives

as determined at a General Meeting.

16. Adoption

16.1 This Constitution was adopted on: _____

16.2 Signed:

Chairperson: _____

Secretary: _____