



# East Sussex Junior Badminton Academy

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## CONSTITUTION

- 1) The name of the association shall be "The East Sussex Junior Badminton Academy".
- 2) The object of the Academy is to encourage the development of badminton in East Sussex, the managing of East Sussex squads and producing an East Sussex team.
- 3) Membership of the association will be open to the parents of players selected for the East Sussex squads, and any coach licensed by BADMINTON England.
- 4) The association shall be affiliated to BADMINTON England and the Sussex County Badminton Association.
- 5) The administration of the Association shall be vested in a management committee consisting of:-
  - Chairman
  - Vice chairman
  - Secretary
  - Treasurer
  - A parent representative from each squad.
  - All squad managers

The committee shall also have additional power to co-opt if it is considered necessary and appropriate. It shall be permissible for one individual to occupy two positions on the committee but will exercise only one vote. To be eligible for re-election each officer should notify the Honorary Secretary of their intention at least 10 days before the Annual General Meeting.

- 6) A Management Committee meeting will take place at least three a year, preferably, September and January and the first taking place mid-May immediately proceeding the A.G.M. Four members of the committee shall form a quorum and the chairman shall be entitled to exercise a casting vote in addition to their ordinary vote.
- 7) FINANCES
  - a) The treasurer shall open a bank account in the name of the association.
  - b) The financial year of the association will run from the 1st May until the 30th April.
  - c) Funds will be raised by fees payable for East Sussex squad training; tournaments and match fees.
  - d) Accounts should be submitted to the Honorary Auditor before the Annual General Meeting.
- 8) The A.G.M. will be held not later than the 31st May each year. Written notice convening the A.G.M. shall be sent to all members at least fourteen days before that meeting.

Accidental omission to give the required notice to any member shall not invalidate the proceedings at the A.G.M.

Items for inclusion in the agenda should be forwarded to the Hon. Secretary not later than the 1st May.

The following shall be the order of business:

- a) Apologies for absence.
- b) Minutes of the previous A.G.M.
- c) Matters Arising (if any).
- d) A report by the Chairman.
- e) A report by the Treasurer.
- f) A report by the Secretary
- g) Squad Managers reports.
- h) Any amendments to the constitution.



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- 9) A Special General Meeting may be called at any time by the Management Committee and shall be convened by the Honorary Secretary upon the requisition in writing by three of its members. Each such requisition shall expressly state the object of the proposed meeting. The Honorary Secretary shall give to all its officers and members at least fourteen days notice of such a meeting specifying the purpose for which it is called. No other business other than that specified shall be transacted at such meeting.

If there is no quorum at a Special General Meeting, the motion on the agenda shall be deemed to have been defeated, and the meeting concluded. In the case of an Annual General Meeting, it shall be adjourned and another notification shall be circulated without time restriction. At the adjourned meeting attending members shall form a quorum.

10) RESIGNATIONS

Any member wishing to resign shall give notice in writing to the Honorary Secretary.

11) ALTERATIONS TO RULES

The rules of the Academy may be altered only at a General Meeting and the proposed alteration shall be fully specified in the notice convening the meeting. Two thirds of the votes cast must be in favour of the alteration.

- 12) Squad managers will be appointed at the Annual General Meeting. A squad manager must have a minimum Coach Part 1/Level 2 qualification from Badminton England, and have a current coaching license. He/she must have the Enhanced Disclosure from the C.R.B. /DBS. Each appointment is for one season only and he/she must inform the committee prior to the A.G.M. if he/she is willing to manage the squad for a further season. A squad manager will automatically have a seat on the Management Committee.

- 12b) All regular assisting staff over the age of 16, must also have an appropriate CRB Disclosure/DBS notice.

- 13) All tournaments that are promoted by the Association or held under its sanction shall be run in accordance with the regulations of Badminton England.

- 14) A representative from the Sussex County Badminton Association may attend any of the Association's Management Committee meetings or the A.G.M., providing our Honorary Secretary is notified in advance. That representative can address the meeting but will not have any voting rights.

- 15) Any matters relating to child protection, discipline or equity policy will be dealt with, in line with guidelines of Badminton England. Disciplinary matters will be dealt with by these guidelines and those set out by the Association.

16) DISSOLUTION

Any resolution for dissolution shall be presented in accordance with item 9 above. The meeting shall be held as soon as convenient. Two thirds of the vote cast, in accordance with item 9, must be in favour for any such resolution to be carried. If the resolution is lost, a further resolution cannot be presented for five years. If upon winding up or dissolution of the Association, there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the Association, but shall be given or transferred to some other body or bodies, institution or institutions having objects similar, wholly, partially, to the objects of the Association, such bodies or institutions to be determined by a simple majority of the Association at or before the time of dissolution, and in so far as effect cannot be given to the aforesaid provision, then to some charitable organisation.