

CONSTITUTION OF Norwood Lakes United FOOTBALL CLUB

1. Name

The club shall be called **Norwood Lakes United Football Club** (hereinafter referred to as "the Club").

2. Objects & Purpose

The objects of the Club shall be to provide facilities, promote the game of association football, players to inform and make decisions about their club, arrange matches and social activities for its members, and encourage community participation in the sport.

3. Status and Affiliation

- The Club shall be an Unincorporated Association.
- The Club shall have the status of an Affiliated Club of the Football Association (The FA) by virtue of its affiliation to the London FA.
- The rules and regulations of The FA and the Parent County Association shall take precedence over any club rules.

4. Management Committee

The Club shall be managed by a Management Committee consisting of the following core officers, elected annually:

- **Chairperson:** Responsible for leading meetings and club direction.
- **Secretary:** Responsible for FA affiliation, league entry, and club administration.
- **Treasurer:** Responsible for managing club finances, banking, and budgeting.
- **Welfare Officer:** Responsible for safeguarding.

5. Finance and Banking

- All monies received by the Club shall be paid into a dedicated club bank account in the name of the Club.
- The Club bank account shall be managed by the Treasurer.
- Any withdrawals or cheques must require the authorisation of at least two designated committee members.
- The Club's financial year shall run from 1st of June to 31st of May each year.
- The Club is a not-for-profit organisation. All surplus funds must be reinvested back into the Club's facilities, equipment, or development.

6. Dissolution

- A resolution to dissolve the Club can only be passed at a General Meeting through a majority vote of the members.
- In the event of dissolution, any financial surplus or assets remaining after all club debts are cleared shall not be distributed among members. Instead, they must be given or transferred to another local grassroots sports club, a registered charity, or The FA for the development of grassroots football.

7. Children's Advisory Committee

The Club recognises the importance of listening to and involving children and young people in decisions that affect their football experience.

To support this commitment, the Club shall establish a Children's Committee consisting of player representatives from different age groups within the Club, where appropriate.

The purpose of the Children's Committee shall be to:

- Provide a forum for children and young people to share their views, ideas and experiences.
- Advise the Management Committee on matters affecting players, including training, matchday experience, club culture, safeguarding, inclusion and social activities.
- Promote the Club's values of respect, teamwork, inclusion and fair play.
- Encourage leadership, responsibility and positive participation among young players.

The Children's Committee shall meet periodically and may nominate a representative to attend relevant sections of Management Committee meetings to present feedback and recommendations.

8. Membership

Membership of the Club shall be open to any person who wishes to support the purposes of the Club, subject to the approval of the Management Committee.

Membership categories may include:

- Playing Members
- Parent or Guardian Members
- Volunteer Members
- Coaching Members
- Honorary Members

All members shall agree to abide by the Club Constitution, policies, codes of conduct and the rules and regulations of The FA and affiliated leagues.

The Management Committee reserves the right to refuse or terminate membership where it considers such action to be in the best interests of the Club, subject to the Club's disciplinary and appeals procedures.

9. Annual General Meeting (AGM)

The Club shall hold an Annual General Meeting (AGM) each year.

The AGM shall:

- Receive reports from the Chairperson, Secretary, Treasurer and Welfare Officer.
- Review the Club's activities and finances.
- Elect the Management Committee for the forthcoming year.
- Consider any proposed amendments to the Constitution.
- Conduct any other business notified to members in advance.

At least fourteen (14) days' notice of the AGM shall be given to all members.

10. Voting Rights

Each adult member of the Club aged eighteen (18) years or over shall be entitled to one vote at a General Meeting or AGM.

For players under the age of eighteen, one parent or guardian may exercise voting rights on their behalf.

Decisions shall be determined by a simple majority of those present and voting, except where otherwise specified within this Constitution.

In the event of an equal vote, the Chairperson shall have a casting vote.

11. Discipline and Appeals

All members, players, coaches, volunteers and officials shall be subject to the disciplinary rules and regulations of The FA, the Parent County Association and any affiliated competition.

The Club may take disciplinary action against any member whose conduct:

- Brings the Club into disrepute;
- Breaches Club policies or codes of conduct;
- Endangers the welfare of participants;
- Contravenes FA rules and regulations.

Any member subject to disciplinary action shall be informed of the reasons for the action and shall have the right to make representations before a final decision is made.

Any member may appeal a disciplinary decision to an Appeals Panel appointed by the Management Committee. Members involved in the original decision shall not participate in the appeal process.

12. Safeguarding Commitment

The Club is committed to providing a safe, positive and enjoyable environment for all children, young people and adults at risk.

The Club shall:

- Adopt and implement The FA's safeguarding policies and procedures.
- Appoint a suitably qualified Club Welfare Officer.
- Ensure safeguarding concerns are reported and managed appropriately.
- Promote a culture where participants feel safe, respected and listened to.
- Ensure all relevant volunteers complete safeguarding training and DBS checks where required.

The welfare of children and young people shall always be the Club's paramount consideration.

13. Equality, Diversity and Inclusion

The Club is committed to promoting equality, diversity and inclusion and opposes all forms of unlawful discrimination.

The Club shall provide equal opportunities regardless of:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation
- Socio-economic background

The Club shall create an environment where everyone is treated with dignity, fairness and respect.

14. Conflict of Interest

Members of the Management Committee must act in the best interests of the Club at all times.

Any committee member who has a personal, financial or other interest in any matter being considered by the Club must declare that interest as soon as reasonably practicable.

The declaration shall be recorded in the meeting minutes.

Where a conflict of interest exists, the committee member may be required to withdraw from discussions and shall not participate in any related decision-making process.

The Management Committee shall ensure that all decisions are made transparently, fairly and in the best interests of the Club and its members.

CLUB ADOPTION & SIGNATURES

By signing below, the founding committee formally adopts this constitution on this day: 17 June 2026.

Chairperson

- Name: Katherine Vaughan_____
- Signature: _

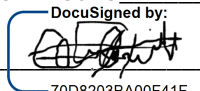
K Vaughan

- Date: _18 June 2026_____

Club Secretary

- Name: _Melissa Asare_____
- Signature: *Melissa Asare*
- Date: _18 June 2026_____

Treasurer

- Name: _Olivett Asare_____
 - Signature: _____
 - Date: _18 June 2026_____
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