



# MX Fencing Club

Sabre Fencing Club in Kent

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## MX Fencing Club

### Constitution

Approved at the MX AGM of May 12, 2024

#### **Paragraph 1: Name**

1.1 The name of the organisation referred to in this constitution shall be the 'MX Fencing Club'.

#### **Paragraph 2: Definitions**

2.1 "The Club" is MX Fencing Club.

2.2 "Committee Members" are persons enumerated in Paragraph 5.1, such other persons as are elected in accordance with the procedures set forth in Section 5.2 (together, the "Committee").

2.3 "Members" are such persons as are described in Paragraph 4, as well as Committee Members and Coaches and such other members as the Committee Members may nominate from time to time. In case of a Member under the age 18, either parent or Guardian may act in all respects on behalf of the Member.

#### **Paragraph 3: Aims and Objectives**

3.1 The aims and objectives of the Club shall be:

3.1.1 To promote the sport of fencing and widespread, inclusive engagement with it.

3.1.2 To make the sport of fencing accessible to the local community and cultivate excellence through the provision of facilities, coaching and lessons.

3.1.3 To overcome barriers to community participation and success including, but not limited to lack of experience or opportunity, financial hurdles, mental or physical disability or health issues, gender and age.

3.1.4 To act as a non-profit organisation with high integrity and good standing, whose funds are used to maintain, enhance and promote the Club in its efforts to achieve points 3.1.1. - 3.1.3.

3.1.5 To pursue all appropriate activities that the Committee deems consistent with the aims of the Club outlined in this Section 3.1.

3.2 These aims shall be pursued without regard to age, colour, disability, ethnic origin, gender, marital status, nationality, parental status or family commitments, race, sexual orientation or identity, religious or political beliefs or affiliation, HIV/AIDS status and trade union activity or any other protected characteristic.

3.3 The Club shall be independent of any political party or religious body.

## **Paragraph 4: Membership**

4.1 Membership of the Club is:

4.1.1 Open to any suitable person upon application and the payment of the relevant fee.

4.1.2 Subject to suspension and/or withdrawal by a simple majority (50% plus one) of the Committee Members.

4.2 Membership shall entitle full participation in the services of the Club.

4.3 One Member shall be an Armourer, who is responsible for maintaining the Club kit and equipment. The Armourer is also expected to perform regular risk assessments and to report to the Club coaches and Committee any faulty or damaged kit that needs repair or replacement.

## **Paragraph 5: Government**

5.1. Committee Members

The following individuals are the Committee Members of the Club:

5.1.1 Chairman

The Chairman of the Club is responsible to the members for the overall running of the Club. This includes ensuring that the Club meets its objectives, financial affairs, the conduct of meetings, and ensuring that the other Officers and Committee Members carry out the duties delegated to them.

5.1.2 Hon. Treasurer

The Hon. Treasurer is responsible for: collecting subscriptions, paying and receiving money, running the club account, keeping proper records of payments and receipts and presenting accounts at the AGM. The Hon. Treasurer should be consulted about major items of expenditure.

5.1.3 Hon. Secretary

The Hon. Secretary is responsible for day-to-day administration, drafting and circulating agendas and minutes, both subject to the Chairman's approval, dealing with correspondence and, to the extent required, the arrangements for matches and team selection.

#### 5.1.4 Welfare Officer

The Club Welfare Officer is expected to have attended the appropriate British Fencing CORE child protection courses and Club Welfare Qualification. They will also be required to have been DBS checked. They are responsible for reporting and dealing with concerns and complaints.

#### 5.1.5 Other officers

If appropriate, a vice president and vice-chairman and such other officers as are needed can be elected by the Committee in accordance with the procedures in Section 5.2.

### 5.2 Election, Service duration and Re-election

5.2.1 Any Member aged 18 or older, or the parent of a Member, can propose him, her or themselves as a Committee Member.

5.2.2 The Committee Members shall serve until the following AGM and may stand for re-election.

5.2.3 Any Committee Member may call for the removal of another Committee Member, subject to agreement by at least 80% of Committee Members other than the Member subject to the removal vote. Otherwise, removal occurs in accordance with the provisions of Paragraph 7.7.

5.2.4 In between AGMs, the Committee may appoint other members to the Committee, by unanimous vote. These provisional Committee members must be confirmed in line with clause 5.2 at the next AGM.

### 5.3. Committee Meetings

5.3.1 The Committee meets regularly, in person or virtually.

5.3.2 Committee meetings may address policy decisions.

5.3.3 Committee meetings may vote on, but not approve amendments to the Constitution, in accordance with Paragraph 6.

5.3.4 The quorum for any Committee meeting is 40% of standing Committee Members. Due effort will be made to schedule them so that a Committee Member who wishes to participate may do so.

5.3.5 Members may petition the Committee regarding matters affecting the Club.

5.3.6 Votes on policy matters are decided by a majority of more than 50% of Committee Members at the meeting.

## **Paragraph 6: Constitutional Amendments**

6.1 The Constitution may only be amended by unanimous agreement of the Committee. Proposed amendments must be circulated to all Members (and not only Committee Members) at least 21 days in advance of Committee Vote for comment.

6.2 Votes to amend the Constitution may be held in any reasonable format, including at a physical meeting, a virtual meeting or votes sent by ballot or email, provided the format is fair and free.

6.3 Constitutional Amendments are subject to final approval by simple majority vote at the AGM or by the same process at an EGM, where earlier approval is required.

## **Paragraph 7: General Meetings**

7.1 An Annual General Meeting (AGM) will be held once a year and is open to all Members to attend. Members will be given 21 days' notice of AGMs and may make written submissions in advance of an AGM.

7.2 The quorum for AGMs is 80% of Committee Members.

7.3 The accounts will be presented at the AGM for approval by the Members by simple majority of votes cast.

7.4 The AGM shall include a motion to reappoint existing Committee Members (subject to them being willing to continue) and to elect potential new Committee Members. Where more than one stand for a Committee Member post, selection will be by vote. In all cases, election will be by simple majority of votes cast. Proxy votes are permissible and collated in advance by the Secretary. If one or more individuals do not have sufficient votes to be elected, those Committee Members shall stand down immediately.

7.5 An Extraordinary General Meeting (EGM) can be called by the Committee should a vote of the Membership be required before the next AGM.

7.6 EGMs may be held in person or virtually. Votes may only be cast in person or virtually and not by proxy or by email. Agreement on an issue is achieved by simple majority of votes cast.

7.7 An EGM decision recommending the removal of a Committee Member will be subject to further approval by vote of Members with agreement being achieved by simple majority of votes cast. The secretary will organize the approval vote and it may be held by any reasonable means, including at a physical meeting, a virtual meeting or votes sent by ballot or email. Proxy votes are permitted, to be collated in advance by the secretary.

## **Paragraph 8: Interpretation**

8.1 Any matters not specifically covered by the Constitution shall be referred to the Chairman, who shall make a ruling. If the Chairman is unable to resolve the dispute, then the matter will be referred to the Committee, whose simple majority decision shall be final.

8.2 Where a percentage of Committee Members or Members required to pass a vote does not equate to a whole number of people, the number of people required to pass a vote will be rounded up to the nearest whole number.

## **Paragraph 9: Club Fees**

9.1 Club fees will be reviewed and agreed by the Committee by simple majority vote on an annual basis and communicated promptly to the Members.

9.2 Temporary changes can be made by majority vote of the Committee during the year.

## **Paragraph 10: Finance**

10.1. The budgetary control held by the Committee shall be the responsibility of the Honorary Treasurer.

10.2. The financial year shall end on 30th September and accounts up to and including this date shall be presented at the AGM.

10.3. At each AGM, the Honorary Treasurer shall prepare written accounts detailing the financial transactions of the club since the last AGM, and the Agenda shall contain an item inviting the Members to comment on, and to approve or refuse to approve these accounts. This approval to be given by simple majority of votes cast. In the event that the Members do not vote to approve the accounts, the Chair, in conjunction with the members, shall word a resolution acceptable to Committee, detailing the actions required by the Honorary Treasurer to rectify the situation, such as an independent review.

10.4. The funds of the Club shall be held in a suitable bank or building society account and will be allocated through authorisation of the Committee.

10.5. The Honorary Treasurer shall maintain the bank account on behalf of the Club, which shall require a minimum of two of the elected officers of the Committee as authorised signatories.

10.6. No sub-committee will operate any bank account in respect of its operations and any funds raised or to be dispersed in connection with the activities of any subcommittee will be administered by, or under the oversight of, the Club's Honorary Treasurer.

10.7. The income and property of the Club shall be applied solely towards the promotion of its objectives.

## **Paragraph 11: Safety**

11.1 The Club will have a Safeguarding Statement that will be regularly reviewed by the Committee and adhere to British Fencing guidelines.

11.2 The safety of the Members of the Club is the collective responsibility of all the Members, who are expected to act in a responsible fashion at all times. Ultimate responsibility rests with the Committee.

11.3 All members of the Club are expected to adhere to fencing etiquette, as laid down by the British Fencing Association, and the objectives of the club as set down in this constitution.

11.4 All coaches must be registered on the British Fencing Coaching Register.

## **Paragraph 12: Revocation**

12.1 All previous constitutions of the Club are hereby expressly revoked.