

# **Herts West Community Badminton Network Constitution**

September 2016

## **1 Name and affiliation**

The name of the group shall be the 'Herts West Community Badminton Network' hereinafter called the HWCBN, and affiliated to BADMINTON England. Membership is open to all badminton interested organisations within Dacorum, Hertsmere, St Albans Watford and Three Rivers districts

## **2 Aims and Objectives**

The aims and objectives of the HWCBN will be to bring together local badminton-related organisations in order to work together more closely to:

- **Grow** the number of people playing badminton by providing new players with appropriate playing opportunities to access the sport.
- **Sustain** current players and strengthen their club structure.
- Increase opportunities for players to achieve their full potential, to **excel**.

## **3 Finance and Accounts**

- All CBN monies will be banked in an account held in the name of the Herts West Community Badminton Network.
- Any cheques drawn against HWCBN funds will be signed by at least two authorised signatories.
- The accounts will be kept and managed by the Treasurer, and audited annually.
- The treasurer shall be empowered to operate On-line Banking.
- A second person will shall have Read-only access to the On-line account.
- The financial year of the HWCBN will end on 30 June.
- Should the HWCBN no longer be viable and the accounts need to be wound up, then any residual funds, after all creditors have been satisfied, shall be donated to one or more organisations with similar aims and objectives.

## **4 Committee**

The HWCBN will be run by a committee to include:

- Chairman
- Treasurer
- Secretary

It is hoped the following local organisations will be represented on the committee:

- Schools
- Facilities
- Clubs
- Hertfordshire Badminton Association
- Hertfordshire Sports Partnership
- Local Authority Sports Development
- Oaklands and West Herts Colleges

## **5 Organisation**

- The committee will be convened by the Secretary and at least three meetings will be held per year.
- The accounts will be reviewed, and the officers elected, at the first meeting of the new financial year.
- The quorum required for business to be agreed at committee meetings will be 5.
- The committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the group.
- The committee will have powers to appoint sub-committees and appoint advisers as necessary to fulfil its business.

## **6 Annual General Meeting**

The first meeting within the financial year will be the annual general meeting.

No less than 21 days notice will be given of the date for the meeting.

The Chairman, Secretary and Treasurer will be elected at each AGM. The existing officers may continue in office but new members wishing to stand for officers positions should obtain a proposer and seconder from within the existing membership. In such a case an election will be held with a simple majority deciding who should take

## **7 Changes to the Constitution**

Any proposal to change this Constitution must be:

- clearly identified in advance on the Agenda for the meeting
- approved by a minimum 75% majority vote of those attending the meeting.

## **8 Declaration**

Herts West Community Badminton Network hereby adopt and accept this constitution .

Adopted at a meeting of the CBN dated: \_\_\_\_\_

Signed \_\_\_\_\_

Chairman Date \_\_\_\_\_

Signed \_\_\_\_\_

Secretary Date \_\_\_\_\_