



# **Haddington Athletic Football Club Constitution as Amended (June 2025)**

## **NAME**

The Club shall be called Haddington Athletic Football Club, hereinafter referred to as “the Club” and will be affiliated to any and all appropriate Scottish Football Governing Bodies.

## **DESCRIPTION**

This will be an umbrella club covering all football teams and all age groups. The Club will be organised into two sections to aid the management of this undertaking.

The power is invested into the individual Section Committees to decide at which level of football their respective groups shall play.

Each section will be responsible for its own finances, legal responsibilities and compliance tasks.

The Club will be run on a voluntary basis and no remunerations will be paid to any Committee Member or any other Member of the Club other than with prior agreement by the relevant Section Committee.

In recognition of the fact that it is run by volunteers all members of the Club are asked to respect the contribution being made by individuals and to do all that they can to assist them in the smooth running of the Club and in general to create an enjoyable environment in which everyone can enjoy the activities of the Club.

The Club colours shall be: Home Kit – Maroon, Away Kit – Sky Blue.

## **AIMS and OBJECTIVES**

The AIM OF THE Club shall be the promotion of football for all ages and abilities in Haddington and its environs, in particular the objectives are to:

1. Ensure that football is enjoyed in a healthy and safe environment.
2. Promote the opportunity for all to play football.
3. Develop and promote the skills of individuals. Encourage and promote the interest of fair play to all.
4. Ensure that the rules of the governing bodies are observed in all games played by the Club.
5. Seek to promote, increase and improve the football facilities in the area.
6. Support and promote community initiatives.

## **CHILD PROTECTION POLICY**

All members must accept the Child Protection Policy and any vulnerable adults policy adopted by the governing bodies at all times. Coaches, Club helpers and anyone with unsupervised access to young people will be vetted and will require a PVG by Disclosure Scotland prior to allowing them to work with young people. A register of Club Officials shall be maintained at all times.

## **MEMBERSHIP OF THE YOUTH SECTION**

The Club is open to the whole community without discrimination, in particular no person shall be denied participation on the grounds of sex, race, religion or irrelevant disability.

Subsequent to the formation of the Club, other Football Clubs will be welcome to join the Club, provided they agree and conform to this Constitution in its entirety and subject to the agreement of the relevant Club Section and Committees.

Registration Forms (necessary documentation) will be required to be completed and signed by each player and where appropriate their Parent/Guardian/Carer BEFORE they may represent the Club.

Each Section Secretary shall keep a register of names and addresses of all current players and update all appropriate Scottish Football Governing Bodies.

## **BEHAVIOUR**

All those connected to the Club are respectfully reminded that they will be representing the Club whilst engaged in Club business and are expected to behave in a suitable and acceptable manner (see Code of Conduct) at all times and to respect all other Club volunteers and equipment.

Any player, official, parent or volunteer who disregards this, or behaves in a manner contrary to the interests of the Club, or for any other reason brings the Club into disrepute shall be spoken to and may be called to appear before the relevant Section Committee, as deemed appropriate. Such Committee shall have the power to warn, reprimand, suspend membership or expel them and their children from the Club.

Any member who is dissatisfied with a decision of the Section Committee may appeal to the relevant Section Committee, in writing, within 14 days of such decision.

In the event of such an appeal a meeting shall be arranged to hear the members case; at this meeting the member can be represented by anyone from within the Club.

## **COMMITTEE**

A Club Committee shall consist of the following:

- Representatives from Haddington Athletic 1st Team.
- Representatives from Haddington Athletic Youth Section

For all Club Committee business, both sections will be entitled to have representation at any club meeting.

The Club Committee will only meet as required but will reserve to itself any discussion about key components of the historic traditions of the Club, including where the First team home ground is; First Team main colours; and the commitment to friendly co-operation between all Club teams.

An Honorary President will be appointed to chair any such meetings.

## **SECTION COMMITTEES**

Working with the Club Committee there will be Section Committees, who will specifically promote the Aims and Objectives of their Section, but never to the detriment of other Sections of the Club.

The structure for the Section Committees shall be:

- One for Haddington Athletic 1st Team
- One for Haddington Athletic Youth Section

The Section Committees shall consist of a Chairperson, Vice Chair, Treasurer, Secretary/Match Secretary and Child Wellbeing/Protection Officer. . With the exception of Haddington Athletic 1st Team, all Team Coaches and elected members (parents where appropriate) shall form the rest of the Committees. Other Committees may be formed e.g. Fund Raising and large Events, as required.

In the event of any relevant issues being raised, the Committees shall have the power to appoint Emergency and/or Finance Committees who shall report findings at specially convened meetings as soon as is practicable after the event.

The power is invested in the Haddington Athletic 1st Team Committee to appoint five Trustees. The whole properties of Haddington Athletic 1st Team, both heritable and moveable, shall be invested in the names of the Trustees and on behalf of the said Section and no alteration shall be made on these rules except at the Section AGM and unless supported by at least two thirds – of the majority present.

## **ANNUAL GENERAL MEETINGS**

For Youth Section AGM voting purposes, membership of the section is open to the following, without discrimination of any description, provided that they conform to this Constitution and in particular complete all necessary documentation.

For Haddington Athletic Youth Section all teams will be entitled to one vote per team, cast by a delegate, designated by the team secretary. The delegate must be a registered club official. Committee Members are also entitled to a vote.

For Haddington Athletic 1st Team, voting is restricted to Committee Members. Season Tickets holders will be invited to the AGM and will be encouraged to ask

questions and make proposals, for subsequent discussion at the First Team committee

## **AGM**

The Annual General Meetings of the Club Sections will be held annually during June. All Office Bearers for the Committee will be elected at the AGMs .

In the event of any vacancy occurring during the year, full power to fill such vacancies until the next AGM shall be vested in the relevant Committee.

No player shall be eligible to hold office in the Committees.

## **OTHER MEETINGS**

Section Committees will meet at least quarterly.

Section Committees, once elected, may meet more frequently, at the discretion of the relevant Chairperson, for the transaction of any business affairs of the Section.

Each Committee member will have one vote and in addition the Chairperson shall have a casting vote where required.

Minutes of all meetings will be kept.

All proposals must be seconded, voted on and the result recorded in the Minutes of the Meeting.

A Special General Meeting can be called at any time by the relevant /Chairperson/Secretary, either at a Section Committee meeting or Club Committee meeting, but at Club meetings each Section will still only have one vote.

The Chairperson shall have the discretion to allow all meetings to be open to Members, provided they conduct themselves in a suitable manner and respect the authority of the elected Committee. The Chairperson may eject attendees who do not adhere to the above.

## **QUORUM**

A quorum for all meetings, whether it is an AGM, Club or Section Meeting will comprise a minimum of five people.

## **SUBSCRIPTIONS**

Where appropriate the relevant Section Committees will set the subscription levels for their own section on an annual basis.

Subscriptions will be due at the commencement of the playing year and no later than the end of September.

Each Section shall have a Family Membership policy to assist families with more than one member playing for the Club.

The Youth Section will have a policy for considering the financial ability of parents to meet their subscription requirements and shall have the authority to vary the financial contribution at their own discretion.

## **INSURANCE**

All sections of the Club will insure their players in accordance with the governing body's minimum requirements. Additional cover can be provided at the discretion of the relevant Section Committee.

All individuals must sign an Indemnity Form, if they are participating in Club activities, prior to becoming registered members of the Club.

The Club will not be held responsible for any injury or illness that may occur to any unregistered player, during any activity held under the Club name.

## **FUNDING**

Each Section will be responsible for funding its own activities.

Events and Sponsorship can be organised at Club level and the Club Committee will determine the distribution of such funding amongst the Sections.

A diary of events will be maintained to ensure that all funding activities within the Club are coordinated.

A list of sponsors will also be maintained to ensure that approaches to organisations and individuals is controlled and coordinated.

The 1st Team Committee will review the price of season tickets for admission to 1st Team Matches annually.

## **ACCOUNTS**

Each Section Treasurer shall keep correct books and accounts showing the financial affairs of their Section/Club and in particular will comply with the following:

- A statement of the financial affairs of the Section shall be produced quarterly at Section Meetings, annually at the AGM and at any time requested by the appropriate Section or Club Committee.
- All funds shall be kept in Bank Accounts, in the name of the Section, and will be operated by at least two designated signatories, both of whom must be members of the relevant Committee.
- Prior to each AGM an independent person shall be sought to audit the books.
- The Club Committee shall have the power to acquire, dispose of, lease or take on lease property on behalf of the Club and delegate the responsibilities within such leases to any Section Committee.

## **EQUIPMENT**

Equipment can be shared between sections but those using Club facilities and equipment will be held accountable for it whilst it is in their care. Team Coaches must accept overall responsibility for equipment being used by their teams.

No spending or ordering of goods can be done without the specific, prior minuted agreement, of the relevant Section/Club Committee. Any member not complying with this ruling shall bear the cost of such purchases themselves.

## **PROFITS**

The Club and its Sections are non-profit making with all surplus income or profits being re-invested in accordance with the spirit of this Constitution.

No surpluses or assets will be distributed to Members or any Third Parties.

## **ALTERATION OF THE RULES**

Alteration to this Constitution, Code of Conduct, etc. can only be made at the AGM or at a Special General Meeting called for a specific purpose and only with a two-third majority of those present .

Notification of any motion to amend, rescind or add to the Constitution or Code of Conduct must be lodged in writing with the Section Secretaries, fourteen days before the date of the meeting.

The Club will ensure that all interested parties are informed of any Special General Meeting by placing an advert in the 'Courier ' newspaper.

## DISSOLUTION

The Club shall only be dissolved at a Special General Meeting called for that specific purpose and only then by both a two-third majority of those present and a simple majority of the overall Club Committee.

The only exception to this shall be that the **Haddington Athletic 1st Team Committee** shall have preserved rights, ad infinitum, to withdraw from this Constitution and reform their original club, if at any time their Section Committee judge that decision to be in the best interest of safeguarding the future of the 1st Team. In such exceptional circumstances, their existing facilities (i.e. Pitch and Changing Facilities) will remain their assets and will go with them for their sole use.

Sections can only be dissolved at a Special General Meeting, called for that specific purpose and only then by both a two thirds majority of those present and a simple majority of the overall Club Committee.

- Voting rights for all of the above will be as for AGMs.
- In the event of dissolution, the whole assets of the Club/Section (see exception for 1st Team) shall not be paid or distributed amongst the members but shall be released by the Club Committee to another, similar not for profit, body for approved sporting or charitable purposes, those having similar objectives to those of the Club and operating within the Haddington area.
- In distributing assets the Club will be mindful of the Constitution, Aims and Objectives and will seek to assist football clubs (re)-established as a result of the dissolution of this Club.

## COMPLAINTS

All complaints should be made in writing, either to the appropriate Section secretary.

- No verbal complaints will be admitted.
- The relevant Committee will give all individuals, affected by a complaint, a fair hearing.
- Appeals against Section Committee decisions will be allowed and will be heard by a group drawn from others within the Club not previously involved.
- The decision of the Appeal Committee will be final and there will be no further right to appeal and will be binding on all parties.

## CODE OF CONDUCT



The latest version of the Club's Code of Conduct can be found on the Haddington Athletic FC Website, under the Club – Documents Section.

**As amended and ratified in June 2025**