

# Constitution of [Club name]

A starting point for an unincorporated community sports club. Bracketed choices need a committee decision; flagged clauses need your governing body's current wording or local advice.

Free template from SportsHQ ([www.sportshq.app](http://www.sportshq.app)). Adapt freely; check your own constitution and governing body rules where flagged.

## 1. Name

The club is called [full club name], referred to below as the club.

## 2. Objects

The objects of the club are to provide facilities for, and promote participation in, [sport] in [area], and to manage the facilities and activities the club provides.

The club is a non-profit-making organisation. All surpluses are used to further the objects, and no surplus is distributed to members.

## 3. Membership

Membership is open to anyone interested in the sport, regardless of sex, age, disability, ethnicity, religion or belief, sexual orientation or social status. Membership classes and subscriptions are set at the AGM.

The committee may refuse or end membership only for good cause, such as conduct or character likely to bring the club into disrepute. An appeal to a general meeting is available.

Members agree to abide by this constitution, the club's policies, and the rules of [governing body].  
[Flag: your governing body may require specific affiliation wording here.]

## 4. Officers and committee

The officers of the club are the chair, the secretary and the treasurer, elected at each AGM.

The club is managed by a committee of the officers plus [number] elected members. The committee may co-opt to fill casual vacancies until the next AGM.

Committee quorum is [number]. The committee meets at least [number] times a year and keeps minutes.

## 5. General meetings

The AGM is held each year no more than 15 months after the previous one, with at least [14/21/28] days written notice to all members.

The AGM receives the accounts and officer reports, elects the officers and committee, sets subscriptions, and decides motions of which notice was given.

A special general meeting must be called within [28] days of a written request from [number] members, or by committee resolution, with the same notice as an AGM.

General meeting quorum is [number or percentage] of voting members. Each adult member has one vote; the chair has a casting vote.

## 6. Finances

The treasurer keeps proper accounts of all club money. The financial year ends on [date].

Club bank accounts are held in the club's name with [two] authorised signatories from different households.

Annual accounts are presented to the AGM, independently examined where the AGM so decides or the law requires. [Flag: charitable or incorporated clubs have set requirements.]

## 7. Amendments

This constitution may be amended by a [two-thirds] majority of those voting at a general meeting, provided notice of the proposed amendment was included with the meeting notice.

## 8. Dissolution

The club may be dissolved by a [two-thirds] majority at a special general meeting called for that purpose.

Any assets remaining after debts are settled pass to a club, association or charity with similar objects, or to the sport's governing body for community use, and in no circumstances to members. [Flag: grant-funded assets may carry their own conditions.]

## Adoption

Adopted at the general meeting of [club name] held on [date].

Chair: \_\_\_\_\_ Secretary: \_\_\_\_\_