



**Constitution**

1.

**Name**

The name of the Council shall be the Trafford Sports Council, hereinafter called “The Council”

2.

**Aim**

To encourage the provision and development of sports opportunities and facilities within Trafford.

3.

**Objectives**

- a) To review and to keep under review the sports and recreational facilities in the Borough.
- b) To assess the present and future needs of the Borough in relation to sports and recreation.
- c) To advise and help with the organisation of:-
  1. Beginners classes in sporting activities
  2. The provision of coaching facilities for both individual and group needs.
  3. The training of coaches and leaders
  4. The provision of financial assistance which may be available to members.
- d) To establish, maintain and publish in conjunction with the Borough Council, and up-to-date record of sporting organisations and facilities in the Borough
- e) In consultation and co-operation with the Local Authority, to take appropriate steps to encourage School leavers to continue to take part in sport and recreation.
- f) To receive and consider reports and recommendations from any organisation on all matters Concerning sport and recreation and to make appropriate recommendations.
- g) To make recommendations to the Local Authority or any other appropriate body on present And future planning of sporting and recreational facilities in the Borough.

3.

**Membership**

Membership shall consist of:-

**(a)**

- 1) One representative from each affiliated organisation.
- 2) One representative from the Trafford Education Department.
- 3) Four elected representatives from Trafford Borough Council.
- 4) One representative from the Trafford Leisure Service.
- 5) Such other persons as may be accepted for membership of the Council, including representative of the Sports Council, North West Region.
- 6) The officers of the Council.
- 7) A person to represent Youth Organisations within the Borough of Trafford.

**(b)** Membership shall be for a period of one year from the date of the Annual General Meeting.

**(c)** Sports and Social Clubs which have multiple sports interests may, at the discretion of the Council, be regarded as individual clubs in respect of each sport.

5.

**Affiliation**

**(a)** All sports clubs or other recreational organisations actively operating within the boundaries of Trafford, will be registered for affiliation to the Council, with the proviso that they are bona fida organisations with regularly elected Committees.

**5. continued**

- (b) **At the Annual General Meeting the Council shall review the list of affiliated clubs and Organisations and may make such alterations as it deems appropriate.**

**6.**

**Executive Committee**

- (a) **The Council shall appoint annually, and executive Committee consisting of:-**

- 1. The Chairman**
- 2. Deputy Chairman**
- 3. Secretary**
- 4. Treasurer**
- 5. Eight members to be elected annually from affiliated organisations.**
- 6. Four Elected Representatives from the Local Authority.**
- 7. One Officer from the Education Department**
- 8. One Officer from the Leisure Service Department**
- 9. One Representative from the Trafford Youth Service.**

- (b) **The business of the Council shall be carried out by the Executive Committee which shall have the Power to fill by co-option any vacancy which may occur during the year and co-opt - in advisory capacity - such persons whom they consider may assist them in their objectives.**

- (c) **Any matter not covered by this Constitution shall be dealt with by the Executive Committee and Reported to all members at the next General Meeting.**

**7.**

**Officers**

- a) **The Officers of the Council shall consist of a Chairman, Deputy Chairman, Hon.Secretary, Hon.Treasurer and such persons as the council may from time to time appoint.**

- b) **The Officers shall be elected annually and on election shall cease to represent their particular Organisation which will be entitled to appoint a new representative in their place.**

**8.**

**Meetings**

- a) **The Annual General Meeting of the Council shall be held in November. The agenda shall include the following items of business:-**

- 1. Chairman's Report**
- 2. Election of Officers**
- 3. Election of Executive Committee**
- 4. Review of list of affiliated organisations**
- 5. Statement of Accounts**
- 6. Appointment of Auditor.**

- b) **The Council shall meet at least five times per year excluding the AGM. The meetings shall be held in the months of January, March, May, June and September.**

- c) **Fourteen days notice shall be given of the General Meeting of the Council. Notices of motion other than those proposed by the Executive Committee shall be submitted to the Hon.Secretary in writing at least 21 days prior to the meeting.**

- d) **A Quorum of the Council shall consist of 15 members.**

8 continued

- e) **An extraordinary general meeting shall be called by order of the Chairman or on receipt by the Hon.Secretary of a request signed by not less than 25 members of the Council, subject to the members being given at least seven days notice. The business to be discussed shall be specified.**
- f) **The executive Committee shall meet either:-**
  - 1. **By order of the Chairman**
  - 2. **Receipt by the Hon.Secretary of a request signed by a quarter of the members of the Committee, Subject to the members being given at least seven days notice.**
- g) **A quorum of the Executive Committee shall consist of a third of the number of its members.**

9.

**Finances**

- a) **The financial year shall end on 30<sup>th</sup> September.**
- b) **The Executive Committee shall have the power to authorise expenditure from the funds of the Council for furthering the objectives of the Council**
- c) **The Hon. Treasurer shall keep accounts and advise and report on all financial matters and shall present an audited statement of accounts to the Annual General Meeting.**
- d) **The Council may set at an AGM an annual affiliation fee.**
- e) **The Council shall be empowered to accept a grant from the Trafford Borough Council which may be in lieu of an affiliation fee.**

10.

**Voting**

**Voting both at the Executive Committee and Council shall be by show of hands or by secret ballot at the discretion of the members present and in the event of an equality of votes, the Chairman shall have a second or casting vote.**

11.

**Alterations to Constitution**

**This Constitution may be altered only at an Annual General Meeting or at a Special General Meeting convened for the purpose provided:-**

- 1. **Notice of any proposed alteration is received in writing by the Hon. Secretary at least four weeks Prior to the meeting of the Council.**
- 2. **Details of the proposed alteration have been circulated with the notice convening the meeting.**

**A two thirds majority of those present and entitled to vote at the meeting is required for any alteration to the Constitution.**

29.5.88