

Constitution of the St Albans Fencing Club

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Constitution amended and adopted at General Meeting held on xx/xx/2026.

1 Title and Objectives of the Club

- 1.1 The Club shall be called St Albans Fencing Club
- 1.2 The objectives of the Club are to foster and promote the sport of fencing at all levels, providing opportunities for recreation and competition.

2 Membership

- 2.1 A Member of the Club shall be defined as any person, over the age of 14, paying the relevant subscription and/or fees, either annually, quarterly or monthly, for a minimum of 3 consecutive months at the time of Membership.
- 2.2 The Club shall maintain relevant policies for:
 - 2.2.1 Members under the age of 18.
 - 2.2.2 Exclusion of individuals attending the club.
- 2.3 All Members must hold current individual membership of British Fencing.
- 2.4 All Members must record St Albans Fencing Club as their primary Club with British Fencing. Compliance may be verified by the Committee from time to time.
- 2.5 Fees and/or subscriptions shall be determined by the Annual General Meeting of Club Members.

3 Officers and Executive Committee

- 3.1 All Executive Committee Members must be Members of the Club.
- 3.2 The Executive Committee shall comprise the Officers, together with at least 2 other members to form a Committee .
- 3.3 The Officers shall be Chair, Secretary, Treasurer and Welfare Officer
- 3.4 No Member shall hold the position of more than one Officer concurrently.

- 3.5 The Chair, Secretary and Treasurer shall be elected by at least 50% of the members at the annual general meeting.
- 3.6 An election for the role of any Officer of the Club must be called on receipt by the Secretary of a written request signed by at least 8 members or at least 50% of members if the Club has less than 8 members. The election must be held within 1 month with at least 2 weeks notice. All members present at the election have the right to vote.
- 3.7 The Welfare Officer shall be elected by the Executive Committee.
- 3.8 The Executive Committee shall have power to co-opt Committee Members and to vary definition of such roles at any time deemed beneficial for the running of the Club.
- 3.9 The day to day running of the Club shall be in the hands of the Executive Committee.
- 3.10 A quorum at Executive Committee meetings shall be at least three members of the Executive Committee, to include at least one Officer.
- 3.11 If a Member of the Executive Committee is unable to fence due to illness, incapacity or personal circumstances for more than one calendar month, the requirement for payment of fees may be waived at the Executive Committee's discretion and that Committee Member shall remain in post as long as all other requirements for membership are met.
- 3.11.1 If illness, incapacity or personal circumstances prevent a member of the Executive Committee from actively fencing for longer than 12 months, the Committee Member shall voluntarily step down until able to return to active fencing. Until that time, an alternate member shall cover their duties.
- 3.12 All Committee posts shall be unpaid.

4 Fees and Subscriptions

- 4.1 The Fees and/or Subscriptions shall be proposed by the Executive Committee at the start of financial year and presented at the next AGM for ratification.

5 General Meetings

- 5.1 A minimum of one General Meeting shall be held in the first quarter of each financial year.
- 5.2 The first General Meeting of the year shall be the Annual General Meeting.
- 5.3 At the AGM, checked and signed accounts shall be presented and Officers of the Committee shall be elected for the following year.
- 5.4 At a General Meeting every member present has one vote.
- 5.5 A quorum for the any General Meeting shall be 8 members, including at least 2 non-Executive Committee Members, or at least 50% of members if the Club has less than 8 members,.
- 5.6 Notice of the AGM shall be sent to members at least one month before the meeting.
- 5.7 If, after notices are sent to members for General Meetings, two consecutive non-quorate General Meetings take place, the Executive Committee shall be empowered to attend to and decide on agenda items.

6 Duties of the Treasurer

6.1 The Treasurer shall be empowered to open bank accounts in the Club's name and disburse funds of the Club as the Committee and AGM may decide in the furtherance of the aims of the Club as stated above.

6.2 The Executive Officers shall also be empowered to commit funds.

7 Surplus Income

7.1 All surplus income is to be reinvested in the Club.

7.2 No surpluses or assets will be distributed to members.

7.3 Charitable donations to registered charities may be made by decision of the Executive Committee.

8 Alterations to the Constitution

8.1 No alterations or additions to the Constitution shall be made except at a General Meeting of the members of the Club, and unless approved by at least two-thirds of the members present.

8.2 Written copies of suggested alterations to the constitution must be sent to the Secretary at least two months before the meeting and copies sent to all members by the Secretary before the meeting.

9 Dissolution

9.1 The Club may be disbanded by two-thirds majority of those members voting in a ballot of all Ordinary Members.

9.2 It shall be deemed sufficient for the ballot to have been sent to the last known address (including email) of each member.

9.3 In the event of the Club being disbanded, all remaining assets shall be used to pay outstanding debts.

9.4 Any physical assets shall be sold and any balance left shall be donated to British Fencing to use as it may consider appropriate.