

Youth Club Management Committee Constitution

1. Name

The name of the club shall be
Chalgrove Youth Club

2. Purpose

The aim of the club is to help young people through their leisure time activities to develop their physical, mental and spiritual capacities so that they may develop as individuals and members of community.

3. Membership

Membership of the club shall be open to young people between school years (in their final term) and 18 years of age residing in Chalgrove.

4. Committees

a) Management Committee

The club will be managed by a committee consisting of:

- i) Two Parish Council representatives
- ii) All contracted Youth Workers
- iii) One Club/Café Java representative
- iv) One public representative
- v) Two youth representatives

The Management Committee will appoint the following roles:

- Chairperson,
- Vice Chairman
- Safeguarding Officer and such other officers as they consider necessary.

Elected members of the committee shall retire annually but be eligible for re-election.

The Management Committee will meet at least 4 times a year.

The duties of the Management Committee will be to ensure that the purpose of the club is met by exercising a general overview of its activities and ensuring that the club is conducted in a safe and well organised manner.

b) Young Peoples'/Members' Committee

The members will nominate two representatives to this committee whose purpose will be:

- i) to support the Youth Workers in planning club activities/programme
- ii) to support the Youth Workers in drawing up a Club Charter/Code of Conduct
- iii) to ensure that members' views are relayed to the Management Committee either by nominated persons attending Management Committee meetings or inviting the Chairman or other members to attend Members' Committee meetings.

5. Accounts

The Management Committee will ensure that proper accounts of all monies belonging to the club will be kept, independently reviewed and presented to the Annual General Meeting of the club.

6. Annual General Meeting

A general meeting will be held within fifteen months of the previous meeting. Not less than 14 days' notice in writing of the meeting shall be given to all members and details of the meeting should be displayed publicly.

Extraordinary General Meetings may be convened at any time by the Management

Committee on receipt of a requisition signed by three members. Not less than 14 days notice in writing of the meeting shall be given.

7. Constitution

The above constitution shall only be altered by resolution passed by a two-thirds majority of the Members at an Extraordinary General Meeting. Notice of proposed amendments must be given in writing not less than 14 days before the general meeting. No alteration shall be made to this constitution which shall cause the club to cease to be a charity by law.

8. Winding Up

In the event of the club being dissolved any property remaining after satisfaction of all its debts shall be put at the disposal of Chalgrove Parish Council.