Jersey Sports Council

Founded 1972.

1. **Name.**

    1. **The Association shall be known as the Jersey Sports Council** (the Council).

2. **Objects:** The objects of the Council shall be:

    1. To encourage the pursuance of sporting activities in the community.

    2. To co-operate with the relevant States departments responsible for Sport within Jersey and other States Departments in the maintenance and improvement of existing sports facilities and the provision of additional sporting facilities.

    3. To act on behalf of Affiliated Organisations, Associations and Clubs.

    4. To administer the funds of the Jersey Sports Council.

3. **Membership.** Affiliation shall be granted to any bona-fide Club or Organisation in Jersey provided that:

    1. The affiliate is the governing body of its sport in Jersey.

    2. Membership shall also be considered for any Club or Association, which does not have a governing body, provided that its constitution is acceptable to the Council.

    3. An Annual Subscription is payable to the Council on applying for membership and thereafter on the first day of January in each following year.

    4. Any affiliate, whose subscription has not been paid by the 14th of February, shall not be permitted to take part in the affairs of the Council until the subscription has been received.

    5. Notice of withdrawal from the Council shall be forwarded in writing to the Secretary.

4. **Officers.**

    1. The Officers of the Jersey Sports Council shall be the President, Chairperson, Vice Chairperson, Treasurer and Secretary.

    2. Nominations for the post of President, Chairperson, Vice Chairperson, Treasurer and Secretary shall be made in writing to the Secretary, proposed and seconded by two affiliated members not later than one month prior to the Annual General Meeting. In the event of no nominations being received, nominations may be received from the floor.

5. **Duties.**

    1. **President:** The duties of the President are;

        1. To be the principle officer of the Council and to ensure the Council's business is efficiently and fairly conducted in accordance with its Constitution.

    2. **Chairperson:** The duties of the Chairperson are;

        1. To supervise and control all the business affairs of the Council and where necessary with the assistance and in conjunction with other officers and members of the Council.
        2. To preside over all meetings of the Council.
        3. To foster links with corresponding organisations an other jurisdictions and/ or with International bodies.
        4. To foster links with the business community to procure appropriate sponsorship and other revenues to support the needs of the Council.

    3. **Vice-Chairperson:** The duties of the Vice-Chairperson are;

        1. To assist the Chairperson with Council duties.
        2. To assume the Chairperson duties should the current post-holder be unable to assume such duties.
        3. To ensure that all the Council's business is efficiently and fairly conducted in accordance with the Constitution.

    4. **Secretary:** the duties of the Secretary are;

        1. To prepare the Agenda for all meetings.
        2. To ensure the correct minutes are kept of all meetings.
        3. To provide copies of such minutes upon request to any affiliated member.
        4. To maintain a register of affiliated members.
        5. To deal with any correspondence in connection to the Council.

    5. **Treasurer:** the duties of the Treasurer are;

        1. To ensure an accurate, concise and clear record is kept of the paid-up affiliated members.
        2. To keep the Council funds in a prudent manner in accordance with the decisions of the Council.
        3. To ensure the proper maintenance of the Council's bank account or account's.
        4. To ensure the recording of transactions is kept in an accurate concise and clear detail to enable an audit.

5. To provide a written report at each meeting of the Council on the financial activity of the Council since the previous meeting of the Council.

6. To prepare any balance sheet and submit same duly audited accounts to the Annual General Meeting.

6. **Patrons:** The Council may elect Patrons to the Council.

7. **Annual General Meeting.**

1. The Annual General Meeting of the Council shall be held in the month of March.

2. Notice of the meeting, including the time, date, place and agenda shall be communicated in writing to the Officers and all affiliated members at least 14 days beforehand.

3. Every affiliated member shall be entitled to have two voting delegates at the Annual General Meeting.

4. All members of affiliated bodies shall be invited to attend, but only two nominated delegates and officers of the Council are entitled to vote.

5. The business shall be transacted in the following order at the Annual general Meeting:

1. To receive the minutes of the last Annual General Meeting and the last Extraordinary General Meeting.

2. To receive and adopt the General Committee's Report.

3. To receive and adopt the duly audited Financial Statement.

4. To elect the Officers for the ensuing year in accordance with Rule 4.2.

5. To elect Representatives to the General Committee in accordance with Rule 8.1.

6. To appoint the Honorary Auditor.

7. To determine the Annual Subscription.

8. To deal with any other business, of which notice in writing shall have been given to the Secretary before the 14th February each year.

9. In the case of equal number of votes being cast, the Chairperson of the Meeting shall have the casting vote.

10. A quorum shall be 25% of affiliated members.

11. If there is not a quorum the meeting shall be adjourned and a further meeting shall be called after 14 days' notice of the date the meeting shall take place regardless of the numbers present.

8. **Extraordinary General Meeting.**

1. An Extraordinary General Meeting shall be called with a minimum of 14 days 'notice in either of the following After a resolution has been passed by the General Committee.

1. After at least 5 affiliated members have requested one in writing, stating the business they wish to be transacted.

2. The rules governing notice of meetings, representation, voting and quorum shall be the same as those governing the Annual General Meeting.

9. **General Committee.**

1. The General Committee shall consist of Officers together with two representative from each of the Sub-sections, as determined from time to time by a simple majority of affiliated members at a properly constituted General Meeting. Nominations for the representatives of each of the Sub-sections shall be made in writing to the Secretary, proposed and seconded by two paid up affiliated members of the Sub-section, not later than one month prior to the Annual General Meeting. In the event that there are insufficient nominations for any Sub-section one month prior to the Annual General Meeting, nominations, duly proposed and seconded, may be accepted from the floor from any persons present and entitled to vote, irrespective of their Sports Category.

2. In the event of there being more than one nomination for any Sub-section, all those persons attending the Annual General Meeting and entitled to vote, irrespective of their Sports Category, shall vote and the nomination polling the most votes, shall be duly elected.

3. Categories: Court Activities, Pitch Activities, Shooting Activities, Water Activities, Indoor Activities, General Activities.

4. The General Committee shall meet at least six times a year to conduct the business of the Council.

5. The Secretary shall forward a notice of a Committee Meeting including time, date, place and agenda in writing to all Committee Members at least seven days prior to the meeting.

6. A quorum for a Committee Meeting shall be six. If there is not a quorum the meeting shall be adjourned and a further meeting called after not less than ten days' notice; on this date the meeting shall take place regardless of number present.

7. The Committee shall have the power to:

    1. Fill any vacancies that occur between Annual General Meetings.

    2. Decide all matters affecting the Council, which are not covered in the Constitution.

    3. Delegate certain duties to such Sub-Committees, as it may appoint.

    4. Any three of the Officers, including at least the President or Chairman, shall form an Emergency Committee to deal with urgent business. Any decisions made shall be reported to the next General Committee Meeting.

10. **Finance.**

1. A Bank Account shall be operated in the name of the "Jersey Sports Council".

2. Signatories on cheques shall be any two of the President, Chairman, Treasurer and Secretary.

3. The Financial year end of the Jersey Sports Council shall be 31st December: A financial statement shall be prepared and audited.

4. No officer shall be held liable for any bona-fide debts incurred on behalf of the Jersey Sports Council in the execution of his office or in relation to his/her duties, unless he/ she acts without authority.

11. **Alteration to Rules.**

1. The Constitution of the Jersey Sports Council shall not be altered unless approved by two-thirds of those present who are entitled to vote at a duly convened Extraordinary General Meeting.

12. **Dissolution.**

1. A Resolution for the Dissolution of the Jersey Sports Council must be approved at an Extraordinary General Meeting and must be decided by two-thirds majority of those present and voting.

2. The proceeds of the assets upon realisation of all debts and liabilities shall be utilised for a charitable purpose.