

UNINCORPORATED ASSOCIATION

MAIDENHEAD CHESS CLUB CLUB CONSTITUTION



1. Name

The name of the Club shall be **MAIDENHEAD CHESS CLUB**.

2. Objective

The objective of the Club shall be to provide opportunities for competitive and social chess and to encourage the playing of chess in Maidenhead and its environs and to provide facilities within Maidenhead where members may meet and play chess.

As part of this objective the Club shall look to support the following outcomes:

- foster a vibrant and inclusive chess community in Maidenhead and the surrounding area — one that welcomes players of all ages and abilities, encourages the enjoyment and growth of the game, and promotes both competitive and social chess.
- inspire excellence, support learning and development, and create a friendly environment where members can regularly meet, play, and improve their chess.

- provide opportunities for members to participate in rated games and league matches across a range of abilities, ensuring that everyone from beginners to experienced players can compete and grow at their own pace.
- through organised events, team competitions, and community outreach, seek to make chess a valued and visible part of life in Maidenhead.

3. Affiliation

Maidenhead Chess Club will affiliate with local chess league associations as determined by the committee. Our activities are conducted under the umbrella of the English Chess Federation.

While we share a common goal of promoting chess excellence in Maidenhead and will actively seek opportunities to support and collaborate with the Maidenhead Junior Chess Club, it should be noted that Maidenhead Junior Chess Club is a separate entity. It operates independently with its own financial and governance structures and is not formally affiliated with or part of Maidenhead Chess Club.

4. Officers and Committee

4.1 The Officers of the Club shall be Club President, Club Secretary and Club Treasurer.

4.2 The Club shall be managed by a Club Committee in accordance with the Club's Constitution and the decisions of the Club's General Meetings.

4.3 The Committee shall consist of the three Officers and up to four other Members, each of whom shall be elected at a General Meeting.

4.4 The Committee shall meet at its discretion. It shall have the power to co-opt Members to fill any vacancy, combine roles temporarily, delegate duties to sub-committees, and to co-opt members for special purposes.

4.5 The Committee shall have the power to resolve issues not provided for in this Constitution, provided such resolutions do not conflict with any other part of this Constitution.

4.6 A quorum at a Committee meeting shall be that at least two of the three club officers are present. A quorum must exist at the time of any vote for that vote to be valid.

5. General Meetings

5.1 Annual General Meeting

5.1.1 An Annual General Meeting of the Club shall be held in July or September every year to transact the following business:

- i. To present and approve the Club's accounts to the end of the previous financial year.
- ii. To receive reports on the past year's activities from Officers and the Committee.
- iii. To consider for adoption proposals from the Committee for changes to the annual subscriptions and fees.
- iv. To consider any motions.
- v. To elect Officers and the Committee for the following year.
- vi. To decide the club activities for the coming season and elect additional officers as required to support these activities. This will include match captains, tournaments organiser and any other supporting roles the committee identify as necessary.
- vii. To review the Club's policies and consider any updates or required changes and ensure adequate insurance is in place.

5.1.2 Notice of any motion for discussion at the Meeting shall be given in writing, including by email, to the Club Secretary, proposed and seconded by two full Members of the Club, not less than 14 days prior to the Meeting.

5.1.3 Nominations for Committee membership shall be restricted to full Members of the Club, and shall be given to the Club Secretary, proposed and seconded by Members of the Club who are eligible to vote, not less than 14 days prior to the Meeting.

5.1.4 The President will act as chairperson of the meeting. If the President is absent the members present at the Meeting will elect a chairperson for the Meeting.

5.1.5 The Chairperson of the Meeting shall have absolute discretion to accept or reject motions or nominations of which proper notice has not been given.

5.2 Extraordinary General Meeting

5.2.1 An Extraordinary General Meeting (EGM) may be called at any time by the Committee.

5.2.2 The Committee shall be required to call an EGM upon receiving a written request signed by at least 20% of full members of the Club. The request must state the specific business to be discussed.

5.2.3 Upon receiving a valid request from full members, the Secretary shall convene an EGM to be held within 42 days of the request being received. The notice for this meeting shall contain the wording of the motion proposed by the members who requested it.

5.2.4 Notice of any EGM shall be given to all members by the Secretary in writing, including by email, not less than 21 days prior to the Meeting. The notice must contain the agenda for the meeting.

5.2.5 No business shall be transacted at an EGM other than that specified in the notice convening the meeting.

5.3 General Meeting Procedure

5.3.1 Members shall be notified of the date and time of a General Meeting not less than 14 days prior to the meeting. They shall be given, sent or directed to an Agenda for the Meeting, not less than 7 days prior to the Meeting. Notification may be by email or other electronic means.

5.3.2 Motions and nominations shall succeed if they achieve a simple majority of votes, unless expressly stated otherwise in this Constitution. The Chairman of the Meeting shall have a normal vote. If votes are tied, the motion or nomination fails.

5.3.3 Only full Members at the date of the General Meeting shall be entitled to vote at that Meeting.

5.3.4 Non-voting Members may attend General Meetings.

5.3.5 A quorum of the membership for a General Meeting shall be 6 (six) or half the number of Members eligible to vote, whichever is the lower. A quorum must exist at the time of any vote for that vote to be valid.

5.3.6 The Committee may decide to hold any General Meeting entirely or partly by electronic means (as a virtual or hybrid meeting), provided that all members eligible to vote are given a reasonable opportunity to participate and vote.

5.4 Voting

Voting Procedure

5.4.1 Each member present and eligible to vote at a Meeting shall have one vote on any motion.

5.4.2 All motions shall be decided by counting the number of votes cast "For" and "Against".

5.4.3 Abstentions shall be recorded in the minutes of the meeting for transparency but shall not be counted as part of the total votes cast for the purpose of calculating a majority. The outcome of a vote is determined solely by the proportion of votes cast "For" versus "Against".

Definition of Majorities

5.4.4 A Simple Majority is achieved when the number of votes cast in favour of a motion is greater than the number of votes cast against it (i.e., more than 50% of the votes cast).

5.4.5 A Two-Thirds Majority is achieved when the number of votes cast in favour of a motion is at least two-thirds (66.7%) of the total number of votes cast (For and Against).

5.4.6 A Three-Quarters Majority is achieved when the number of votes cast in favour of a motion is at least three-quarters (75%) of the total number of votes cast (For and Against).

Voting Thresholds for Motions

5.4.7 Standard Business: Unless otherwise specified in this Constitution, all motions relating to the ordinary business of the Club shall be decided by a Simple Majority.

5.4.8 Amendments to the Constitution: Any motion to add, alter, or repeal any part of this Constitution shall require a Two-Thirds Majority to pass.

5.4.9 Dissolution of the Club: A motion to dissolve the Club shall require a Three-Quarters Majority to pass.

6. Club Membership and Subscriptions

6.1 Membership shall be open to all, regardless of age, gender, disability, ethnicity, religion or sexual orientation, subject to the discretion of the committee, provided that the appropriate subscription is tendered on demand.

6.2 The membership subscription year shall be 1st October to 30th September.

6.3 The annual subscription, and entrance fees or visitors' fees if any, shall be determined at a General Meeting, and charged at the discretion of the Committee.

6.4 A full Member is any member over the age of 18 who has paid the current annual subscription. Only full Members are eligible to vote at General Meetings or stand for election to the Committee.

7. Club Policies and Safeguarding

7.1 Club Policies

The Committee shall adopt and maintain policies to ensure the safe, equitable and effective running of the Club. All members are expected to be cognisant of and adhere to these policies.

Changes to policy may be made at the Committee's discretion.

7.2 Safeguarding

The Committee will appoint a Safeguarding Lead.

8. Finance

8.1 Funds and property of the Club shall not be distributed among members, except as legitimate out-of-pocket expenses incurred in running the Club.

8.2 The Club is a non-profit making organisation. Funds shall be expended wholly and exclusively for the furtherance of the Objects of the club. The Treasurer shall prepare a balance sheet and statement of income and expenditure, annually.

8.3 An independent examiner may be appointed to verify the accounts.

8.4 The Club's financial year shall run from 6th April to 5th April the following year in line with the UK financial tax year

9. Competition

The Committee shall arrange such Club and Inter-Club events and competitions as it considers appropriate.

10. Amendments to Constitution

A resolution to amend the Constitution shall be proposed only at a General Meeting and shall require a Two-Thirds Majority to pass.

11. Dissolution

11.1 A resolution to dissolve the Club shall be proposed only at a General Meeting and shall require a Three-Quarters Majority to pass.

11.2 The dissolution shall take effect from the date of the resolution and the Members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Club.

11.3 Any funds remaining shall be devoted to objectives similar to those of the Club or to charity.

12. Duties of Officers

12.1. **President:** Presides over General and Committee meetings, acts as a figurehead for the Club, and provides strategic guidance to the Committee.

12.2. **Secretary:** Maintains non-financial records, handles correspondence, records minutes of meetings, and manages the membership database in accordance with the Club's Privacy Policy.

12.3. **Treasurer:** Manages Club finances, collects fees, maintains accounts, and presents financial reports at General Meetings.

13. Data Protection

13.1 The Club will collect, store and use personal data about its members solely for the purposes associated with the club's activities in accordance with UK legislation and as detailed in the Club's Privacy Policy.

14. Liability and Insurance

14.1 The Club shall take reasonable care to provide a safe environment for its members during all club activities.

14.2 The Club will maintain appropriate public liability insurance to cover its activities and premises.

14.3 However, the Club, its officers and committee members shall not be liable for any loss, damage, injury, or accident sustained by members or visitors arising from participation in club activities, except personal injury claims where caused by the Club's negligence.

14.4 Members participate in club activities at their own risk and are encouraged to have appropriate personal insurance.

14.5 In the event of any breach of the constitution by the club, its officers and committee members, the club officers and committee members shall not be liable for any indirect, special or consequential losses. In no event shall the liability of the club for any cost, claims, losses or expenses exceed £2000.