

Constitution of Endeavour Ipswich Basketball Club

Updated 27/8/25 JG

1. NAME

The club will be called Endeavour Ipswich Basketball, hereinafter called the club. The club will be affiliated to Basketball England and Suffolk Basketball.

2. AIMS AND OBJECTIVES

The aims and objectives of the club will be:

- To offer high level coaching and competitive opportunities in basketball at a high level.
- To promote the club within the local community and basketball.
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.

3. MEMBERSHIP

To ensure all present and future members receive fair and equal treatment. Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members will be enrolled in one of the following categories at the start of any given season:

- Senior member. (Over 18 players, coach, assistant. coach, team manager. team follower or official)
- Junior member. (Under 18 players or official)

4. MEMBERSHIP FEES

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.

Registration fees will be paid annually and are due on 1st September, payable to the Treasurer.

Training and match fees will be paid either by monthly or weekly subscription. The club operates a concessionary policy, available on request.

5. OFFICERS OF THE CLUB

The officers of the club will be:

- Chair.
- Vice Chair.
- Secretary.
- Treasurer.
- Child Welfare Officers.
- Head Coach.
- General Manager.
- Any other position approved by the Committee.

Officers will be elected annually at the Annual General Meeting.

Any officer not wishing to stand for re-election shall advise the Secretary of this intention at least one month before the date of the Annual General Meeting.

The club may bestow the accolade of “Honorary Life Vice President” for exceptional service to the club.

6. COMMITTEE

The club will be managed through the Officers and Extended Committee members consisting of:

- The Officers are; The Chair, Vice Chair, Secretary, Treasurer, Head Coach, and Safeguarding Officer/s. These Officers of the Club will have power to appoint coaches and team managers as necessary, to ensure the smooth running of the clubs' teams.
- These appointees will automatically become members of the Extended Committee, with full voting rights. The Management Committee shall have the power to create and fill any other position which it deems relevant.
- The Management Committee will be convened by the Secretary of the club and hold no less than 6 meetings per year. The Secretary will decide which day of the week these will be convened considering which day is the most convenient for the majority.
- The Management Committee will be responsible for controlling the general affairs and overseeing club finances, however matters which require a vote i.e adopting new policy, codes of practice and rules that affect the organization of the club will only be adopted at meetings to which the Extended Committee have been invited to. The quorum required for such business to be decided upon will be 5. Any matter requiring a vote shall be decided upon by a simple majority, by ballot or a show of hands of the members present and qualified to vote. In the event of a tie the Chair shall have the casting vote.
- The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business. If a member of the Management Committee stands down part way through any given season they can be replaced at an EGM. Extended Committee Members can be replaced and/or recruited at a Committee Meeting.

- The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

7. FINANCE

All club monies will be banked in an account held in the name of the club. The Club Treasurer will be responsible for reporting of the finances of the club.

Financial decisions relating to the payment of coaches or players will be managed by the Chair, Vice Chair and Head Coach. Any decisions will be reported back to the extended committee.

The Chairperson has overall authority and responsibility over club finances. In exceptional circumstances, the officers of the club can propose a 'motion or propose a vote of no confidence' should there be a conflict of interests in any decisions made.

The financial year of the club will end on: 30th April.

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other officer. There will be a maximum of three registered signatories within the club.

8. ANNUAL GENERAL MEETINGS

The Annual General Meeting of the club will be held in the month of June and an audited statement of accounts up to 30th April will be presented.

Notice of the Annual General Meeting will be given by the Club Secretary. Not less than 30 clear days' preliminary notice will be given to all members inviting nominations and resolutions.

Resolutions for the Agenda involving proposed changes to the constitution must be received by the Secretary at least 21 days prior to the date of the Annual General Meeting. Such resolutions can only be accepted from those entitled to vote at the Annual General Meeting. No resolution involving an amendment to the Constitution may be proposed or amended from the floor of the meeting.

Nominations for the Officers must be received at least 21 days before the date of the Annual General Meeting. No nominations can be accepted from the floor of the meeting. Any position not filled at the Annual General Meeting shall be referred to the authority of the Management Committee. Nominations can only be accepted from members of the club.

Elections of officers are to take place at the AGM or at an Extraordinary General Meeting All members have the right to vote at the AGM.

Approval of at least two thirds of those present and voting shall be required to carry any resolution in respect of the Constitution of the Club.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9. GENERAL MEETINGS

At general club meetings officers and members shall each have one vote. No person shall be permitted to vote in more than one capacity.

Normally all matters shall be decided by a show of hands of those present members and eligible to vote, except that at the request of any member present, the vote shall be taken by secret ballot.

All resolutions, apart from those relating to the Constitution, shall be decided by a simple majority and in the event of a tie the Chair of the meeting shall have a second or casting vote.

10. DISCIPLINE AND APPEALS

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's Safeguarding policy and procedures. The Child Welfare Officers are the lead contacts for all members in the event of any Safeguarding concerns.

All complaints regarding the behavior of members should be presented and submitted in writing to the Secretary in accordance with the club's complaints procedure, which can be accessed at www.ipswichbasketball.co.uk/documents

The person about whom the complaint is made will then be informed about the substance of the complaint within 48 hours. A group of Officer/s not associated with the complaint will then be assigned by The Management Committee to investigate and act. They will request to meet with the person/s whom the complaint is about to discuss it. They have the power to take appropriate disciplinary action including the termination of membership if necessary

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be the right of appeal to the Club Chair following disciplinary action being announced. The person must make this appeal within 7 days of receiving their judgement. The committee should consider the appeal within 7 days of receiving the appeal and then communicate their decision swiftly.

11. DISSOLUTION

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of Suffolk Basketball.

12. AMENDMENTS TO THE CONSTITUTION

The Constitution can only be changed by a two third majority vote at an AGM or EGM.

13. DECLARATION

Endeavour Ipswich Basketball hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

SIGNED:	DATE:
NAME:	
POSITION: Club Chair	

SIGNED:	DATE:
NAME:	
POSITION: Club Secretary	

Document History

Stored: www.ipswichbasketball.co.uk/documents

Authors: Jack Goodrich JG, Nick Newman NN

Revision History

Date	Summary of changes
16-Sep-07	First update
7-Apr-08	Bernard's suggestions
7-Apr-08	Spelling correction and acceptance of suggestions
8-Apr-08	Removal of specific names
13-May-08	Punctuation corrections and feedback from review
15-May-08	Spelling correction
3-Jun-08	Clarification and change of quorum level
30-Jun-08	Re-wording of Honorary life president award
28-Jan-17	Full review
11-Jul-17	New Club Constitution adopted at 2017 AGM
19-Dec-23	Name change to Endeavour Ipswich Basketball
27-Aug-25	Updated format