

COLCHESTER UNITED SUPPORTERS' ASSOCIATION

CONSTITUTION AND RULES

Title

- 1) The name of the Association shall be "Colchester United Supporters' Association" hereinafter referred to in the Constitution and Rules as "the Association".
- 2) The office of the Association shall be at the ground of Colchester United Football Club or such other place as the Committee shall determine.

Objectives

- 3) The objectives of the Association shall be:
 - (a) to support Colchester United Football Club;
 - (b) to promote the interests of and to provide facilities for the supporters of Colchester United Football Club;
 - (c) to develop the Association;
 - (d) to lay down and encourage the acceptance of standards of conduct to be observed by members of the Association;
 - (e) to organise supporters' travel to football matches wherever possible;
 - (f) to organise social events, competitions and fund raising activities to further the objectives of the Association;
 - (g) to encourage friendly relations with supporters of other football clubs;
 - (h) to do all such things as may be deemed necessary to facilitate and further the objectives of the Association.

Membership

- 4) Application for membership of the Association must be made in writing and in a form determined from time to time by the Committee. Each application will be considered by the Committee and membership will be granted at the Committee's discretion.
- 5) Life Membership of the Association, in recognition of outstanding service to the Association, may be conferred by the Annual General Meeting upon any member of the Association.
- 6) The categories of membership of the Association shall be:
 - Junior (under the age of 16)
 - Young Adult (aged over 16 but under 21)
 - Adult (aged over 16 but under 60)
 - Senior Citizen (aged 60 and over)
- 7) Membership subscription rates shall be determined by the Committee and the membership year will run from 1st August each year.
- 8) No person shall benefit from membership of the Association until they have agreed to accept the Rules of the Association and have paid the appropriate subscription.
- 9) Members may be suspended or expelled from the Association for refusing to comply with this Constitution and Rules or for any other reason deemed by the Committee to warrant such suspension or expulsion.

The Committee

- 10) The management of the Association shall be vested in the Committee. Between Annual General Meetings the Committee shall be the immediate governing body of the Association and shall meet as and when it deems necessary to carry out its business. Junior members shall not be eligible for election to the Committee.

- 11) The Committee shall consist of the:
Chairperson
Vice-Chairperson
Secretary
Treasurer
Membership Secretary
Travel Secretary
and eight ordinary members.
- 12) Except as otherwise provided by these Rules the Committee may frame such Rules and Standing Orders for the conduct of their business as may be necessary.
- 13) The Committee shall have the power to co-opt members to serve on the Committee in an advisory and voting capacity.
- 14) Any member may attend meetings of the Committee as an Observer.
- 15) Any Committee member who fails to attend three consecutive meetings without reasonable explanation shall be deemed to have resigned from the Committee.
- 16) Any vacancy on the Committee shall be filled by the runner-up in the appropriate election/ballot in strict order of votes received.

Chairperson

- 17) The Chairperson shall:
 - (a) chair all Association meetings at which she/he is present, sign minutes and if necessary give a casting vote in addition to their own vote;
 - (b) be responsible for liaison with Colchester United Football Club and other external bodies;
 - (c) delegate duties to other committee members;
 - (d) be responsible for decisions relating to travel to away matches organised by the Association.

Vice-Chairperson

- 18) The Vice-Chairperson shall deputise for the Chairperson in their absence acting with the same authority and responsibilities as the Chairperson.

Secretary

- 19) The Secretary shall:
 - (a) keep a proper record of the proceedings of the Association and its Committees and such other records as may be required from time to time;
 - (b) be responsible for the general secretarial administration of the Association including the preparation and distribution of minutes of meetings;
 - (c) act generally under the instructions of the Committee and in accordance with the Constitution and Rules of the Association.

Treasurer

- 20) The Treasurer shall be responsible for:
 - (a) ensuring that the finances of the Association are conducted without irregularity and that unauthorised expenses are not incurred by the Association;
 - (b) the keeping of the accounts of the Association and for ensuring that the appointed Auditor acts in accordance with Rule 39;
 - (c) the preparation and presentation of the audited balance sheet and annual statement of accounts to the Annual General Meeting.

Membership Secretary

- 21) The Membership Secretary shall:
- (a) keep a proper record of members;
 - (b) be responsible for issuing membership cards;
 - (c) account to the Treasurer for all membership subscriptions received.

Travel Secretary

- 22) The Travel Secretary shall be responsible for:
- (a) recording bookings for travel to away matches including those taken by the Football Club;
 - (b) the stewarding of vehicles hired by the Association for travel to away matches;
 - (c) accounting to the Treasurer for and banking all monies received.

Annual General Meeting

- 23) The Annual General Meeting shall be the governing body of the Association. It shall consist of the Committee and members of the Association.
- 24) The Annual General Meeting shall be held each year at such time and place as the Committee shall determine and at least six weeks notice of the meeting shall be given to members.
- 25) At the Annual General Meeting:
- (a) the audited balance sheet and statement of accounts of the Association for the preceding financial year shall be presented for adoption;
 - (b) the Annual Report shall be presented;
 - (c) an Auditor shall be appointed;
 - (d) matters of Association policy shall be determined and;
 - (e) in every second year, commencing from 2001, the Committee shall be elected.
- 26) Voting at the Annual General Meeting shall be by a show of hands or by secret ballot, as the meeting shall determine.
- 27) All matters intended to form part of the agenda of an Annual General Meeting, and all nominations for the posts which, according to these Rules, must be filled by the Annual General Meeting or voted upon shall be received by the Secretary by a date decided by the Committee.
- 28) Agendas containing all resolutions received in accordance with the foregoing Rule shall be circulated to members by a date decided upon by the Committee.
- 29) Twelve members of the Association shall constitute a quorum.
- 30) A Special General Meeting may be summoned by the Committee or on the written request, specifying the particular business, from 100 members of the Association.

Travel arrangements and terms of business

- 31) In the event that a member makes a payment to the Association for travel, match tickets or any other service which the member subsequently does not make use of any repayment will be at the discretion of the Committee.
- 32) If a cheque payment made by a member is, for any reason, dishonoured upon presentation then, in addition to making good any payment still due, the member concerned will be liable to meet any administrative and/or bank charges incurred by the Association as a consequence of the cheque not being honoured on presentation.

- 33) All members travelling on transport organised by the Association shall pay the advertised return fare. Where places are available single journey bookings will be accepted upon payment of 50% of the return fare.
- 34) Other than travel arrangements made by the members of the Association duly authorised for that purpose no financial liability will be accepted by the Association for any transport arranged by a member or group of members nor will any such arrangements fall within the scope of any insurance cover arranged by the Association.

Finance

- 35) The financial year shall be 1st July to 30th June.
- 36) All funds shall be deposited at such financial institution(s) as may be determined by the Committee.
- 37) Cheques and other payments drawn on the Association's bank account(s) shall require two signatories, as determined by the Committee, one of whom must be the Treasurer.
- 38) No money or property of the Association or any gain arising from the carrying on of the activities of the Association shall be applied otherwise than in accordance with the Constitution and Rules of the Association.

Auditor

- 39) A person who is not a member of the Association shall be appointed to audit the accounts of the Association. The appointment shall be made by members at the Annual General Meeting.

GDPR

- 40) The committee will ensure that the CUSA complies with the provisions of the General Data Protection Register, making amendments as necessary. A copy of the GDPR policy can be found on the website at www.cusa.co.uk.

Interpretation

- 41) The Committee shall have power to interpret any of these Rules or any additions or alterations thereto, and also to give rulings on any matter on which the Rules are silent.

Alteration of Constitution and Rules

- 42) Except as expressly provided elsewhere, this Constitution and Rules shall not be amended except by an Association General Meeting. In order to be carried, a motion proposing an amendment shall require a majority of not less than two thirds of members present and voting.
- 43) A copy of this Constitution and Rules will be supplied to any member of the Association upon application to the Secretary.

Dissolution

- 44) The Association shall be dissolved if a majority of two thirds of the members voting by ballot so determine. If such a resolution is carried, a resolution shall be taken at a Special General Meeting of the Association arranged for this purpose as to the disposition of all monies or other assets of the Association after all liabilities have been met, including the appointment of such person(s) as may be thought fit to carry out the dissolution and deal with any consequential matters. The resolution of such a Special General Meeting shall be put to all members in a ballot and shall require a two thirds majority of those members voting to be endorsed

Diversity Policy – Equality Charter

(45 We adhere to the following equality, inclusion and anti-discrimination guidelines. We are committed to ensuring a safe environment for all involved by applying equality, diversity and inclusion in our day-to-day operations.

We will promote awareness of the benefits of equality, inclusion and diversity with a clear understanding that football belongs to everyone.

In our activities we will not discriminate or treat anyone less favourably on the grounds of age, gender, gender reassignment, sexual orientation, marital status, race or nationality, ethnic origin, colour, religion/belief or disability.

We will not tolerate harassment, bullying, abuse or victimisation of any kind and will assure the appropriate reporting procedures are actioned if any of the mentioned does occur under our supervision. We are committed to taking action against discrimination.

We will ensure good practice is encouraged internally, with our football club(s), partners and the wider community.

As part of our commitment to the eradication of discrimination in football and the promotion of equality, inclusion and diversity, we are fully supportive of the work of organisations such as Kick It Out and the Football Supporters' Association.

We as fans stand together as one so that everyone can feel welcome and enjoy the beautiful game.