

CONSTITUTION OF “BEDFORD SPORT” (Community Sports Network)

1. **TITLE:** The group shall be called, “BEDFORD SPORT” (BS)
2. **AIMS:**
 - i To develop sport for the benefit of the community.
 - ii To develop effective communication between local sporting agencies.
 - iii To establish a sport advisory and consultative role.
 - iv To encourage and facilitate participation in grass roots activity.
 - v To maximise the development and use of facilities.
 - vi To work with all partners to support the development of clubs, coaches and volunteers
 - vii To develop an annual action plan in consultation with BS members and the wider sporting community

To help meet these aims BS seeks to achieve the following:

- a. Attract funding to the group and support applications to local organisations who seek to deliver activities that help meet the aims of BS.
- b. Become a recognised and high profile “voice for sport” within Bedford seeking to promote and deliver the National agenda of increasing participation.
- c. Develop the role of liaising with and supporting all bodies concerned with the provision of sport.
- d. Promote and support activities which foster participation in sport and related health education to all sections of the community.
- e. Support those agencies which aim to achieve the highest possible standards in sport.
- f. Advise, support and assist local voluntary sports clubs in their development and provision of community activities.
- g. Offer promotion and support for the training and education of coaches/volunteers and all who assist in sport.
- h. Support and promote the delivery of activities that serve as positive diversions to young people.

3. MEMBERSHIP OF BEDFORD SPORT

3.1 Members of BS shall be elected annually at a properly called and constituted Annual General Meeting of BS.

3.2 BS membership shall comprise:

- 1 Up to ten representatives of recreation/ sport/clubs in the Borough, any club to have no more than one voting member.
- 2 Not more than five Borough Councillors (one from each party plus one independent) and the appropriate portfolio holder.

- 3 A representative of the rural parishes.
4 The County PE and Sports Officer.
5 A representative from one of the local School sports partnerships.
6 The Director of the County Sports Partnership.
7 A representative of the County Playing Fields Association.
8 A representative of De Montfort University and Bedford College.
9 A representative of Sport England.
10 A representative of DSD Leisure (or the current Borough Council
Leisure contractor).
11 A representative of Bedford Primary Care Trust.
12 A representative from Bedfordshire Youth Services.
13 Up to three other members which the Executive Committee may
co-opt (non-voting)
14 A representative from the North Bedfordshire Community Safety
Partnership
15 An officer of Bedford Borough Council
16 A representative of local disability sport

The nominated member for each of the above organisations OR an agreed representative (substitute) may attend. All members of BS (or their representatives) will be voting members.

4. OFFICERS

- a. From the membership of BS; the Officers of BS, who shall serve in an honorary capacity, will be President, Chairman, Vice Chairman, Secretary and Treasurer and such other Officers as BS may from time to time appoint.
- b. All Officers will be elected annually at the Annual General Meeting of BS. Retiring Officers may seek re-election.

5. MEETINGS

- i There will be an Annual General Meeting of BS held in the month of March.
- ii Special General Meetings may be called by the Hon. Secretary on receipt of notice in writing signed by at least twelve members of BS. Special meetings must be held within twenty-eight days of the Notice.
- iii The Hon. Secretary will ensure that members of the direct mailing list have twenty-one clear days' notice in writing of the meetings of BS. Minutes of all such meetings will be sent to these members. Meeting notification of other members will be through the local press.
- iv Ordinary meetings of BS will be held on the second Monday of every month. Clear notice of meetings will be given to BS Members.

- v BS will have the power to appoint sub-committees / an executive committee and/or working parties as required and may co-opt for this purpose.

c. **QUORUM**

The quorum for any meeting of BS shall be 11 (Eleven) members

6. **FINANCES**

The BS financial year will run from 1st January in each year to 31st December.

- a. For the furtherance of the objectives of BS the group may authorise expenditure out of BS funds.
- b. The Treasurer shall keep proper books of accounts, shall advise and report to BS on all financial matters and shall present to the A.G.M. an audited statement of accounts.
- c. An audit will be carried out annually by either a professional organisation or by appointing two honorary auditors.
- d. BS will open and maintain such bank and other accounts as are approved by the BS Executive Committee (BSEC)

7. **AMENDMENTS AND ALTERATIONS**

- a. Proposed amendments to the Constitution must be sent in to the Hon. Secretary either one calendar month before the A.G.M. or accompanied by a request for a special general meeting in accordance with paragraph 5 ii above
- b. Any alterations to this Constitution must be proposed and seconded and must be carried by a two-thirds majority of those present and voting at a properly called special general meeting.

8. **PROPERTY**

The property of BS shall be vested in three Trustees who shall be the current holders of the offices of Chairman, Secretary and Treasurer as listed in 4 (a).

The property of BS shall be held by the Trustees for the benefit of the members of BS

10. **DISSOLUTION**

If at any General Meeting a resolution to dissolve BS be passed by a majority of the members present, such resolution shall, at a special General Meeting held not less than three months later, be passed by a majority of two-thirds of voting members. BS shall, at a date specified in the resolution, proceed to realise the property of BS and after the discharge of liabilities shall dispose of the property in accordance with rule 8.

11. **INTERPRETATION**

Any matter which cannot be settled by reference to this Constitution or any question of interpretation of the Constitution shall be determined by the BS or one of its working groups (which may refer such matter or question to BS for decision)