

Constitution

Version 7.0 | Adopted 9 September 2026 | Cleared, adopted and operative

About this Constitution

This Constitution sets out how the League is run: who can join, how the Committee works, how general meetings make decisions and how the League documents fit together. It is written to be clear and fair to every club. If anything is unclear, please contact the League Secretary.

Key points

- AGM or SGM notice:** at least 28 days; full agenda at least 14 days before
- Proposals:** at least 31 days before the AGM
- Quorum:** one-third of eligible voting clubs, minimum five
- Voting:** one vote per eligible voting club
- Fees:** due by the Fixtures Meeting

1 Name and Status

- 1.1** The association is the Chesterfield & District Badminton League (the League). This Constitution was adopted on 9 September 2026 and this consolidated edition is operative.

2 Nature and Objectives

- 2.1** The League is an administrative association. It creates, structures and administers divisions and competitions for affiliated clubs.
- 2.2** Its objectives are to promote competitive badminton, run competitions fairly, uphold the League documents, support safe and respectful participation, and modernise administration where this helps clubs.

3 Definitions

Affiliated club	A club whose affiliation has been accepted for the current season, whether or not it enters a team.
Playing member club	An affiliated club entering at least one team in the current season.
Eligible voting club	A playing member club, or a non-playing affiliated club whose annual affiliation has been formally renewed and accepted.
Officer	The Chairperson, Vice-Chairperson, League Secretary, Treasurer, Fixtures and Results Secretary (or each of them, if the role is split) and Welfare and Safeguarding Lead.
Season	The League year from one AGM to the next. Fixtures are played within it and must be completed by 16 May under the League Rules.
League documents	This Constitution, the League Rules and the Code of Conduct and Disciplinary Procedure (the Code).

4 Affiliation and Governing Rules

- 4.1** The League may affiliate to Badminton England, or any successor body, if the Committee or member clubs agree.
- 4.2** The Laws of Badminton and relevant governing-body policies apply, unless the League Rules provide otherwise.

5 Membership

- 5.1** A club whose playing venue is within 15 miles of the Crooked Spire, Chesterfield, may join. The Committee may, at its discretion, admit a club from outside that area.

- 5.2** Affiliation is renewed each year. A non-playing club has voting rights only once its renewal has been formally accepted.
- 5.3** Clubs pay the applicable fees, maintain insurance, register their players, follow the League documents and act in the best interests of the League and the sport.
- 5.4** New and returning teams enter the bottom division of their competition, unless they are placed higher through the evidence-based process in League Rules 12.5 to 12.7.

6 Fees

- 6.1** Fees are set at the AGM and published in an annual fee schedule. Changing the fee schedule does not amend this Constitution. For 2026/27, the fee is £10 for a club's first team and £5 for each additional team.
- 6.2** Fees are due by the Fixtures Meeting, unless the Treasurer or League Secretary agrees an extension.
- 6.3** Where fees remain unpaid after written notice and a reasonable opportunity to pay, the Committee may suspend the club's fixtures or refuse its future entry.

7 Committee

Role	Responsibility
Chairperson	Leads meetings, represents the League and has a casting vote if votes are tied.
Vice-Chairperson	Supports the Chairperson and deputises when needed.
League Secretary	Manages notices, minutes, correspondence and records.
Treasurer	Manages finances, fees, banking and the annual financial report.
Fixtures and Results Secretary	Coordinates entries, fixtures and compliance, and monitors scorecards, digital results and league tables. The role may be split between two people.
Welfare and Safeguarding Lead	Supports safeguarding and receives welfare concerns.
Website and Communications Officer	Maintains the website, digital systems and communications.
General Committee Members	Support agreed administration and projects.

- 7.1** All Committee positions are open for nomination and election at each AGM. Existing members have no automatic right to continue and must be nominated and elected.
- 7.2** Committee members act for the League as a whole, carry out their agreed duties, declare any conflict of interest and follow the Code.

- 7.3** Committee decisions are made by a simple majority of members present and voting, unless another threshold applies.
- 7.4** A member with a conflict of interest normally withdraws from the discussion and decision. If the Chairperson is conflicted, an officer with no conflict decides whether and how the Chairperson may take part.
- 7.5** The Committee quorum is five members, including two officers. Co-opted members count towards the quorum. If vacancies make a quorum impossible, the remaining officers may carry out only urgent protective or administrative business, and must promptly arrange co-option or call an SGM.
- 7.6** The Committee may fill a vacancy by co-option until the next AGM.
- 7.7** A Committee member may be removed from their role only through the disciplinary procedure in the Code (sections 7 to 11). The member concerned takes no part in the decision, the panel is independent and the right of appeal applies.

8 General Meetings

- 8.1** At least 28 days' notice of the date, time and venue of an AGM or SGM is given to clubs. The full agenda is circulated at least 14 days before the meeting.
- 8.2** Proposals for the AGM are submitted at least 31 days before the meeting. The Committee may accept a late proposal if it is urgent. A constitutional amendment can be decided only if its full wording was circulated at least 14 days before the meeting.
- 8.3** The quorum for an AGM or SGM is one-third of eligible voting clubs, rounded up, with a minimum of five clubs.
- 8.4** Each eligible voting club has one vote. The Chairperson casts a club's vote only if appointed as that club's representative. If votes are tied, the Chairperson also has a separate casting vote.
- 8.5** If the Committee approves electronic or postal voting, every eligible voting club must have equal access to it.
- 8.6** An SGM may be called by the Committee, or by written request from a majority of eligible voting clubs. Only business included in the circulated notice may be decided.

9 Fixtures Meeting

- 9.1** The Fixtures Meeting is held separately from the AGM. It confirms entries, contacts, start times, fees and fixtures.
- 9.2** Every club entering a team is represented at the Fixtures Meeting, unless excused in advance by the Fixtures and Results Secretary. A club absent without an accepted reason may have its team or teams withdrawn.

10 Finance and Safeguarding

- 10.1** League funds are held in the League's name. The Treasurer keeps the accounts and reports to each AGM. At least two officers should have banking access or oversight.
- 10.2** Clubs comply with applicable safeguarding requirements and maintain appropriate policies, supervision, consents and checks.

11 Governing Documents

Document	Covers
Constitution	Governance, membership, meetings and finance.
League Rules	Competition, eligibility, fixtures, scoring and results.
Code of Conduct and Disciplinary Procedure	Behaviour, complaints, sanctions and appeals.

- 11.1** If the League documents ever conflict, this Constitution takes precedence. Otherwise, the League Rules govern competition matters and the Code governs conduct matters.

12 Amendments

- 12.1** A constitutional amendment requires its full wording to be circulated at least 14 days before the meeting, and a two-thirds majority of eligible voting clubs present and voting.
- 12.2** An amendment to the League Rules or the Code requires a simple majority of eligible voting clubs present and voting. A two-thirds majority is required instead if the Committee, when circulating the proposal, states that this is needed because of the proposal's significance.

13 Reviews and Appeals

- 13.1** Competition decisions are reviewed under League Rule 14. Disciplinary decisions are appealed under section 11 of the Code. A decision is final once the applicable process has ended.

14 Dissolution

- 14.1** The League may be dissolved only at an AGM or SGM called for that purpose. Any remaining assets are distributed as the member clubs decide, in line with applicable guidance.

Chairperson	Date	League Secretary	Date
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