



The Puffins Club

Dacorum Sports Club for Adults with Learning Disabilities

CONSTITUTION

Last updated	11 th April 2025
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1. TITLE

The title of the Club shall be The Puffins Club – (Dacorum Sports Club for Adults with Learning Disabilities).

2. OBJECT

The object of the Club is to provide and assist in the provision, in the interests of social welfare, of facilities for social recreation and sport, in particular in the Borough of Dacorum, for people having a physical, sensory or learning disability.

3. MEMBERSHIP

- Membership shall be open to persons aged 18 or above whose application has been approved by the Committee.
- The Club Secretary shall be entrusted with keeping a record of members' details securely. Details will only be shared between the Chairperson, Treasurer and Club Secretary. An opt-in approach shall be adopted for the membership in respect of any additional activity e.g. publishing photos on our website or promotional posters etc.
- If the Committee decided that a person's membership shall be terminated in the best interests of the Club, that person shall be given 21 days written notice, and shall be entitled to appeal to the Committee.

4. SUBSCRIPTIONS

- Annual subscriptions shall be proposed by the Committee and approved at the A.G.M.

5. EXECUTIVE COMMITTEE AND OFFICERS

- The Executive Committee shall be elected at the A.G.M.
- It shall include a Chairman, Secretary and Treasurer, and not less than four other members. A third of the Committee shall retire annually, but may be eligible for re-election.

- The Committee has the power to co-opt additional members during the course of the year, subject to election at the next A.G.M.
- The Committee shall meet at least three times a year, one occasion being the A.G.M.
- The quorum for a Committee meeting shall be four persons.
- The Committee may call a special meeting of the Club, and shall give members 14 days' notice of such a meeting.

6. FINANCE

- The Club shall have the power to raise money by means of subscriptions, donations, legacies, grants from statutory authorities and voluntary organizations, loans and other sources.
- The financial year of the Club shall run from August 1st to July 31st.
- The accounts of the Club, prepared by the treasurer, shall be examined before the A.G.M. by an independent person whom the Committee believes is competent to carry out this duty.
- No member of the Committee shall benefit financially from the club, other than by the reimbursement of reasonable expenses.

7. ANNUAL GENERAL MEETING

- At least 21 days before the AGM, members shall be informed of the date of the A.G.M.
- At the A.G.M. the business shall include the election of the officers, the election of other members to the Committee, the appointment of an independent examiner and the consideration of an annual report of the club's activities and of the accounts.

8. ALTERATIONS TO THE CONSTITUTION

Alterations to the Constitution shall receive the agreement of not less than two thirds of the Club's membership present and voting. A resolution for the alteration of the Constitution shall be received by the secretary at least 21 days before the meeting at which the resolution is being brought forward. At least 14 days clear notice in writing of the meeting shall be given by the secretary to the members and shall include notice of the alterations proposed. No alterations to clause 2. Object – shall be made without the approval of the Charity Commission.

9. DISSOLUTION

The Club may at any time be dissolved by a resolution passed by a two thirds majority of those present at a meeting of the Club of which at least 21 clear days' notice shall have been sent to all members. Such resolution may give instructions for the disposal of any assets held by or in the name of the Club, provided that if any funds remain after the payment of debts and liabilities, funds shall not be paid or distributed amongst member of the Club but shall be given or transferred to such other charitable organization having objects similar to those of the Club.