HEREFORDSHIRE COUNTY NETBALL ASSOCIATION CONSTITUTION

1. TITLE AND PARENT BODY

The association shall be called Herefordshire County Netball Association hereinafter referred to as the County of Herefordshire Netball. The initials HN shall be used when appropriate. HN shall function as a County voluntary unit of the parent bodies, England Netball Association (referred to as EN or England Netball) and the West Midlands Regional Netball Association (referred to as WMNA or Netball West Midlands).

2. MISSION

The purpose of HN is the furtherance of the amateur sport of netball within Herefordshire so that anyone at any level can enjoy this brilliant game. HN is entrusted with protecting the integrity of the sport and depends on everyone involved in the netball community to ensure that everyone has a great time.

3. VISION STATEMENT

Making the game available and inspiring more women and young people to get involved, HN endeavours to raise the standard of netball in the county by providing opportunities to improve skills as players, coaches and umpires.

4. OBJECTIVES

To co-operate with England Netball, Netball West Midlands and Superleague to promote and encourage the game of Netball in Herefordshire.

To further the growth and development of the game of Netball within the County of Herefordshire in a manner that meets the requirements of National, Regional, County and Superleague plans and strategies.

To provide direction, support and guidance to sporting partnerships (all member clubs, local leagues, Superleague, schools, colleges and universities).

To engage with local leagues and Superleague to formulate and implement plans responding to the specific needs of the game within the County.

To serve as a forum to:

- Facilitate opportunities to develop potential talented athletes on the Performance Pathway.
- Co-ordinate and promote events and competitions.
- Arrange training and mentoring for players, coaches and officials.
- Raise the profile of netball in local schools.
- Facilitate the progression from school to senior Netball.

5. MEMBERSHIP

The Members of HN shall consist of:-

a. Registered Participants – a registered participant is a person who plays, coaches, umpires or organises netball or is in any way connected with netball and who is a member of England Netball through a Club or directly through the County.

b. Clubs who are members of England Netball.

c. Schools, Colleges and Universities or Youth Groups whose home ground or usual hired courts are within the area of the County.

d. Any Junior League within the County established for players under the statutory school leaving age.

Membership of HN, as governed by this Constitution, shall be deemed to include acceptance of the Articles, Policies and Regulations issued by England Netball.

6. MANAGEMENT GROUP

a. The management of HN shall be the responsibility of the Management Group which shall comprise a Chairperson, Vice-chair, Treasurer and nine other members, who shall lead in the following areas:

Media and Communications

Competition Development

Youth Development (Junior clubs / schools)

Performance (academies)

Coaching (Training and development of coaches)

Officiating

Welfare (safeguarding)

Finance

Membership

b. The Netball Development Officer (NDO) is a co-opted non-voting member of the Management Group.

c. The Management Group shall seek the views from Leagues within the county via each local League representative. Each local League representative is a co-opted non-voting member of the Management Group.

d. The Management Group shall seek the views from representatives from the County Schools Netball Association. Each representative is a co-opted non-voting member of the Management Group.

e. Members of the Management Group must be Registered Participants and shall be elected annually at the Annual General Meeting.

f. The Management Group has the right to fill any vacant positions arising during the year. It will be the responsibility of the appropriate League to nominate a replacement for their representative.

g. Any member of the Management Group holding more than one position shall be entitled to only one vote.

h. A quorum shall consist of two thirds of the Management Group based on number of positions filled.

i. The Chairperson shall have the casting vote in the case of an equality of votes.

j. The Management Group shall meet not less than 3 times a year other than at the Annual General Meeting, on dates determined by committee members.

k. Dates, venue and times of meetings shall be determined by the committee collectively.

l. At the first meeting of the new Management Group:

   (i) the County Plan at Annex A shall be reviewed for the season ahead

   (ii) Longer term goals reviewed/re-assessed.

m. The Management Group shall receive reports from its members and ratify or otherwise the decisions and/or actions reported.

n. An electronic referendum may be taken on a specific issue at the discretion of the Management Group.

o. The Management Group may nominate appropriate individuals to serve on any standing, working or technical committees established by England Netball or Netball West Midlands.

p. The Management Group may establish Working Groups as may be deemed necessary and determine their membership and terms of reference. Roles and responsibilities for the season ahead are at Annex B.

q. All positions on the Management Group and Working Groups shall be honorary.

7. WORKING GROUPS

a. The Management Group members shall manage the affairs of HN on behalf of the Members.

b. Any Working Group will be led by a member of the Management Group.

c. A Working Group shall normally consist of Registered Participants, Non-Registered Participants may be co-opted if they have specific expertise.

d. Members of Working Groups shall not be required to attend Management Group meetings. Lead of the working group shall be required to supply information to the Management Group on progress.

8. OPERATING STANDARDS

a. All Members shall be bound by this Constitution, any other rulings of the Management Group and by the Rules of the Game.

b. The Management Group shall submit an Annual Report to its membership on the activities held at County level.

c. HN implements the policies and adopts the rules and regulations laid down by England Netball. For ease of reference the following County Netball Association extracts from England Netball are attached to this constitution:

   (i) Code of Conduct

   (ii) Minimum Operating Standards

   (iii) Terms of Reference

9. FINANCE

a. The income of HN shall be obtained from membership fees of Members, and from any other available and appropriate source. Membership fees shall consist of an annual subscription to HN, together with the approved fees to England Netball and WMNA.

b. The scale and rate of County subscription (membership fee) shall be fixed and agreed annually at a meeting of the Management Group.

c. Membership fees shall be paid in accordance with the byelaws of England Netball.

d. Funds shall be employed as deemed to be in the best interests of the game and the members and in accordance with the furtherance of HN objectives.

e. Any additional funding opportunities within the County are identified and secured and used in line with England Netball and County priorities.

f. All outgoing cheques shall bear two signatories of members of the Management Group and all electronic payments will be agreed in writing by the two signatories.

g. The financial year shall end on 30th April.

h. Auditors shall be appointed at the AGM each year and the audited accounts of HN for the year ended 30th April shall be presented to the Members at the AGM.

i. The two signatories shall be the Treasurer and a nominated member of the Management Group.

10. ANNUAL GENERAL MEETINGS

a. The Annual General Meeting (AGM) shall be held every calendar year in the month of May on a date fixed by the Management Group. The date shall be circulated no later than 28 days before the meeting.

b. Nominations for the election of officers of the Committee shall be sent in writing to the Secretary with the names of a proposer and seconder who shall both be Registered Participants, not later than 28 days before the AGM. Existing Management Group members wishing to stand for re-election shall not have to submit a nomination form.

c. The Agenda and any literature shall be sent out, by the Secretary, to members entitled to vote not later than 14 days before the AGM.

d. A quorum shall be 20 members entitled to vote.

e. The Chairperson of HN shall act as Chairperson of the AGM. In the absence of the Chairperson or Vice Chairperson, the Management Group shall appoint a Chairperson from those present.

f. Entitlements at the AGM:
   (i) Each member of the Management Group shall be entitled to attend, speak and vote.
   (ii) Each member club has one vote. Other Registered Participants of member clubs are entitled to attend the meeting to speak but not to vote. Every club shall send at least one representative. Any club in default shall be fined, the amount to be determined by the Management Group.
   (iii) Each member School, College, University and Youth Group has one vote.
   (iv) Each League has one vote. Every League shall send at least one representative. Any League in default shall be fined, the amount to be determined by the Management Group.
   (v) A group of any IRP - individually registered person(s) - has one vote.
   (vi) No member is permitted to vote in more than one capacity.
   (vii) The Chairperson shall have a second and/or casting vote in case of an equality of votes

g. Working Group members shall be entitled to attend and speak at the meeting but not to vote.

h. Proposals at the meeting shall be decided by a simple majority of those entitled to vote except for alterations/additions to the constitution.

i. Notice of any proposed changes shall be submitted in writing to the Secretary, which have been proposed and seconded by two members 28 days prior to the date of the AGM/EGM. The membership will be sent these amendments to consider 14 days prior to an AGM/EGM

j. The constitution can be amended, and previous resolutions rescinded only at an AGM or EGM.

k. No alteration shall be made to the Constitution unless supported by at least two thirds of those present and entitled to vote.

l. Any alterations passed at the meeting shall take effect immediately.

m. Business to be transacted at the AGM shall be:
   (i) To receive and approve the Minutes of the previous AGM and to consider any matters arising.
   (ii) To receive, approve, and adopt the audited statement of accounts and the balance sheet of the preceding financial year.
   (iii) To appoint an independent Accountant or Auditor to examine the Financial Records.
   (iv) To receive reports.
   (v) To elect members of the Management Group. Existing members of the Management Group shall hold office until the end of the Annual General Meeting at which her/his successor is appointed.
   (vi) To consider any proposed motion submitted in writing to the Secretary as specified above.
   (vii) To vote on any major changes to the competition structure that is run by HN. Minor changes shall be made at the discretion of the Management Group.

n. It shall be at the discretion of the Chairperson to receive nominations from the floor of the meeting in order to fill positions for which no prior nominations are submitted.

o. No business shall be transacted at the meeting other than that specified on the agenda.

p. Non-representation at AGM's will carry a non-attendance fine.

Extraordinary General Meeting

a. The Secretary shall convene an Extraordinary General Meeting (EGM) at any time by order of the Management Group or upon receiving a written request from three or more members, entitled to vote at the AGM.

b. Each request shall state the purpose for which such a meeting is required and shall set out any resolution to be voted on at the meeting.

c. The meeting shall be held within 28 days of receipt of the requisition by the Secretary.

d. 21 days notice of the meeting and all resolutions shall be given to every member entitled to vote.

e. Voting shall be bound as that for the AGM.

f. No business shall be transacted at such a meeting other than that specified in the notice.

11. DISCIPLINARY & RESOLUTION POWERS

The Management Group shall have power if necessary, to intervene in any dispute or discipline with any member(s). The matter shall be dealt with in accordance with the "Complaints Procedure". When formed by the Management Group at their first seasonal Management Group Meeting, the names of the personnel comprising the Complaints Sub-committee will be included in the minutes.
At the first meeting of the new Management Group the members of the complaints sub-committee will be identified.

12. LIABILITY

The HN accepts no liability whatsoever in respect of personal loss or injury which players, officials or sponsors may sustain.

13. DISSOLUTION

In the event of the County being dissolved, any assets remaining after the settlement of all debts and liabilities shall be transferred to some other organisation having similar objectives which further the development of netball in Herefordshire - as determined by resolution of a General Meeting. In the event of there being a deficit, the General Meeting shall determine how it shall be met.

14. GOVERNING LAW AND JURISDICTION

This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.

Adopted at the County AGM May 2026.

Helen Bowden