

REDRUTH UNITED FOOTBALL CLUB

CLUB OPERATING RULES

(Replacing the previous Club Constitution)

1. NAME, STATUS AND PURPOSE

1.1 The Club shall be known as Redruth United Football Club (“the Club”) and shall incorporate Men's, Women's, Vets and Youth Sections.

1.2 The Club operates under and through Redruth United Football Club CIC (“the Company”), a Community Interest Company limited by guarantee.

1.3 The Club shall remain affiliated to the Cornwall County Football Association and any relevant leagues and competitions.

1.4 The Club's purpose is to promote community participation in football and associated social, recreational and educational activities in and around Redruth.

1.5 The Club shall operate on a not-for-profit basis, with all surpluses reinvested into facilities, equipment, development and community engagement.

2. GOVERNANCE STRUCTURE

2.1 The Board of Directors of the CIC shall be the Club's governing body.

2.2 The Board comprises five Directors:

- Director of Operations
- Director of Youth
- Director of Football
- Director of Commercial
- Non-Executive Director

2.3 The four functional Directors (Operations, Youth, Football, Commercial) also serve on the Club Committee and are directly involved in day-to-day operational decision-making.

2.4 The Non-Executive Director provides independent advice and scrutiny to the Board and the Committee. This Director does not take part in day-to-day management but may attend Committee meetings in an advisory, non-voting capacity.

2.5 The position of Chair shall rotate annually among the four functional Directors, excluding the Non-Executive Director.

2.6 The Board delegates operational authority to the Club Committee, but retains ultimate responsibility for all legal, financial and strategic matters. Committee resolutions that have legal or financial implications must be ratified by the Board.

2.4 The Board delegates day-to-day football and community matters to the Club Committee.

2.5 In the event of a conflict between these Rules and the CIC Articles, the CIC Articles prevail.

3. CLUB COMMITTEE

3.1 The Committee implements the strategy agreed by the Board and oversees football operations and community activity.

3.2 Minimum roles (In addition to executive Directors): Club Secretary; Club Treasurer; Welfare Officer (CWO); Club Captain; Kit & Equipment Officer; Head Groundman; Fundraising & Events Coordinator; Tea Hut Manager; Youth and Adult Team Managers (ex officio).

3.3 Sub-committees may be created (Safeguarding; Finance; Disciplinary; Tournament Planning; Commercial).

3.4 Appointments are confirmed annually by the Board and can be rescinded for cause.

4. MEMBERSHIP CATEGORIES

4.1 Full Members: registered adult players; coaches; volunteers; and parents/guardians of youth players for the current season.

4.2 Associate Members (Alumni/Supporters): former players/coaches/volunteers and community supporters recognised by the Club.

4.3 Honorary Members: awarded by the Board for outstanding service.

4.4 Admission, suspension or termination of membership may be decided by the Board for conduct detrimental to the Club or breaches of policy.

4.5 A register of members shall be maintained by the Club Secretary (in compliance with data protection laws).

4.6 The Club Committee shall have the authority to levy subscriptions / match fees from the members as are reasonably necessary to fulfil its objectives.

5. VOTING & MEETINGS OF MEMBERS

5.1 Full Members may vote at Club General Meetings; Associate/Honorary Members are non-voting unless expressly granted voting rights by Board resolution for a specific meeting.

5.2 Each Full Member present has one vote; no proxies. Simple majority passes resolutions unless otherwise stated.

5.3 Quorum: the lesser of ten Full Members or 20% of current Full Membership.

5.4 The Chair of the meeting (a Director) has a casting vote if tied.

5.5 AGM: held annually (by 30 September) with at least 14 days' notice, to receive reports, finances, and approve key policies.

5.6 EGM: may be called by the Board or by a written request from 10% of Full Members stating the purpose. Business will be limited to the stated matters.

6. CIC BOARD & COMPANY MATTERS (FOR CLARITY)

6.1 CIC members (the Directors) retain legal powers under the Companies Act, including appointment/removal of Directors, approval of accounts, and amendments to Articles.

6.2 Board decisions are by simple majority unless the Articles require otherwise.

6.3 Conflicts: where a Club vote affects company law matters, the Board will consider the vote but must act in accordance with Directors' duties.

7. CONDUCT, DISCIPLINE & COMPLAINTS

7.1 All members must comply with The FA Respect Codes of Conduct and these Rules.

7.2 A Disciplinary & Complaints Procedure shall operate with progressive sanctions (verbal warning; written warning; suspension; expulsion) and a right of appeal to the Chair within 14 days.

7.3 The Disciplinary Sub-committee may impose match suspensions or conditions on involvement where appropriate.

7.4 County FA and League disciplinary processes take precedence for on-field matters.

8. SAFEGUARDING & WELFARE

8.1 The Club adopts The FA's Safeguarding Children Policy and Procedures; a Club Welfare Officer will be appointed and report to the Board.

8.2 All roles in regulated activity must hold current FA DBS and complete mandatory safeguarding training and Emergency First Aid in Football as applicable.

8.3 Any concern must be reported to the CWO or Designated Safeguarding Officer at Cornwall FA without delay.

8.4 The Club will maintain safer recruitment, incident reporting and risk assessment processes.

9. EQUALITY, DIVERSITY & INCLUSION

9.1 The Club is committed to equality of opportunity and zero tolerance of discrimination or harassment on any protected ground.

9.2 Reasonable adjustments will be made to enable participation.

9.3 Breaches may result in disciplinary action.

10. HEALTH & SAFETY

10.1 The Club will maintain appropriate risk assessments for matches, training, travel and events; managers must complete match-day checks (pitches, goals, equipment).

10.2 Emergency plans, first-aid provision and defibrillator access shall be communicated to teams.

10.3 Incidents and near-misses must be recorded and reported to the CWO and Secretary.

11. DATA PROTECTION (GDPR)

11.1 The Club (through the Company) is a data controller for member data and will process personal data lawfully, fairly and transparently.

11.2 Data will be used for registration, competition administration, safeguarding, communications and Club operations; privacy notices will be issued.

11.3 Individuals have rights of access, rectification, erasure and restriction; requests should be sent to the Secretary.

11.4 Appropriate technical and organisational measures will be maintained to secure personal data.

12. FINANCE & ASSETS

12.1 Financial year: 1 July to 30 June..

12.2 All funds are held in bank accounts operated by the Company; payments require two authorised signatories (normally Treasurer plus a Director).

12.3 The Treasurer will provide quarterly management reports to the Board and an annual report to the AGM.

12.4 No member may profit from Club funds other than reasonable, pre-authorised expenses or an approved contract for services.

12.5 All assets and income are subject to the CIC asset lock for community benefit.

13. FOOTBALL OPERATIONS

13.1 Each team must register with appropriate leagues and comply with their rules.

13.2 Coaches must hold appropriate FA qualifications (as determined by age group and format).

13.3 Team managers are responsible for player registrations, discipline, match conduct, and submission of results in line with league rules.

13.4 Establishing new teams or entering new competitions requires Board approval.

14. FACILITIES & EQUIPMENT

14.1 Club facilities (including Clijah Croft) must be used responsibly and left safe and tidy.

14.2 The Grounds & Facilities Officer will manage maintenance schedules; all faults and hazards must be reported promptly.

14.3 Equipment (goals, corner flags, first-aid kits) shall be issued, checked and replenished as required; teams are responsible for items under their control.

15. COMMUNICATIONS & MEDIA

15.1 Official Club communications shall be via authorised channels (website, email, social media). Unauthorised pages in the Club's name are not permitted.

15.2 Images of under-18s will only be used with appropriate parental consent and in line with FA guidance.

15.3 Media statements on sensitive matters require prior approval from the Chair or Director of Communications/Operations.

16. TOURNAMENTS & EVENTS

16.1 All Club-hosted tournaments must be County FA sanctioned and appropriately insured.

16.2 The Tournament Planning Sub-committee will use the Club's Tournament Checklist to ensure safeguarding, medical cover, stewarding, traffic/parking, and financial controls.

16.3 Event finances must be recorded separately and reported to the Treasurer and Board.

17. CONFLICTS OF INTEREST & GIFTS

17.1 All Directors, Officers and Committee members must declare interests; a register will be maintained.

17.2 Individuals with a material conflict will not vote on the relevant matter.

17.3 Gifts/hospitality must be modest and declared where they could reasonably be perceived to influence decisions.

18. AMENDMENTS

18.1 These Operating Rules may be amended by a majority vote of the CIC Board and approval by a simple majority of Full Members present at a Club General Meeting.

18.2 The latest version will be published on the Club website and circulated to members.

19. DISSOLUTION

19.1 In the event of dissolution, assets shall transfer to another community football body, registered charity or CIC with similar aims within Cornwall, subject to the Company's asset-lock provisions.

ADOPTION

These Operating Rules were adopted by resolution of the Board of Directors of Redruth United Football Club CIC on [DATE] and approved by the Club AGM held on [DATE].

Signed: _____

Chair (on behalf of the Board)

Names of Directors:

1. _____

2. _____

3. _____

4. _____

5. _____

APPENDIX A – VOTING RIGHTS SCHEDULE

Revised Structure:

The Club operates with five Directors, of whom four are functional Directors actively involved in the Club Committee. The Non-Executive Director acts in an advisory, non-voting capacity on both the Board and Committee to strengthen governance and oversight.

This appendix sets out the voting rights and decision-making authority within Redruth United Football Club.

It distinguishes between the Club's operational membership and the legal governance of the Community Interest Company (CIC).

Group	Who It Includes	Voting Rights	Matters They Can Vote On
CIC Members (Board of Directors)	The five Directors of Redruth United Football Club CIC (Non-Exec, Operations, Youth, Adult, Commercial)	Each Director has one legal vote under the Companies Act 2006	Appointment or removal of Directors; approval of accounts; amendments to Articles; strategic or asset decisions
Club Committee	Appointed Officers including Secretary, Treasurer, Welfare Officer, and Coordinators	Advisory voting only (by consensus at Committee meetings)	Operational policies, event planning, football operations, safeguarding compliance
Full Members (Club)	Registered adult players, coaches, volunteers, and parents/guardians of youth players for the current season	One vote per member at Club General Meetings (no proxy votes)	Approval of Club Operating Rules, election of Committee members, receipt of reports, motions to inform Board decisions
Associate / Alumni Members	Former players, coaches, volunteers, supporters recognised by the Club	Non-voting (may attend and speak at AGMs)	None – advisory participation only

Honorary Members	Individuals granted honorary status for long service or exceptional contribution	Voting rights only if granted by Board resolution	Symbolic matters or special motions as determined by Board
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Notes:

- The CIC Board retains legal responsibility for all actions of the Club under company law.
- Decisions of the Club membership that affect legal or financial matters will be considered by the Board before implementation.
- Any amendment to this schedule must be approved by both the Board and the Club AGM.