

**CYMDEITHASFA CHWARAEON
LLANGENNECH & BRYN
SPORTS ASSOCIATION**



EST. 2018

**Notice of the Formation of the LBSA &
Copy of the Constitution**

CYMDEITHASFA CHWARAEON LLANGENNECH & BRYN SPORTS ASSOCIATION



Acting Chairman

Mr Emyr Williams,
35 Talyclun,
Llangennech,
Carmarthenshire.
SA14 8YL
07976 042348

Acting Secretary

Mr Daniel Price
39 Maes Ty Gwyn
Llangennech
Carmarthenshire.
SA14 8XY
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Acting Treasurer

Mrs Emma Evans
20 Bank Rd
Llangennech,
Carmarthenshire.
SA14 8UB
07946 543332

Dear Councillors,

We present to you the formation of the Llangennech and Bryn Sports Association (LBSA). Please find attached a list of founding committee members and the organisation's constitution. An AGM will be arranged in order to finalise election of officers in due course.

The organisation is in the process of creating an online presence in order to engage and inform the community. It will be the platform where all actions of the group will be recorded, and all the latest developments and news published.

We trust that the formation of our body satisfies the Community Council's request from the April meeting in order to initiate negotiations for the lease of areas of land at the Recreation Ground, in order for the LBSA to pursue funding opportunities to regenerate and improve community facilities.

Regards

Emyr Williams

Acting Chairman
LBSA

Emyr Williams	Llan Football Club (AFC)
Daniel Price	AFC
Natalie Price	AFC Jnr
Curtis Roberts	AFC Jnr
Rhian Roberts	Cylch Meithrin
Emma Evans	AFC Jnr
Neil Bryant	AFC Veterans
Nathan Mcauley	Street Star Soccer Coaching
Katie Mcauley	AFC Jnr
John Peet	AFC
Aled Davies	AFC Jnr
Cncllr. Ian Williams	Community Council
Martin Williams	AFC
Helen George	Llangennech Netball Club Jnr
Phil Willock	Community Member
Elizabeth David	Llangennech Netball Club Snr / Cylch Meithrin
Mal Gibbs	Llangennech Rugby Club (RFC)
Pete Williams	RFC
Mike Lloyd	Llangennech Cricket Club Snr
Simon Thomas	Llangennech Cricket Club Jnr
Victoria Prendiville	RFC Jnr
James Cartwright	Conquer Fitness
Catrin Rees	Community Member
Christian Williams	AFC Veterans
Clark Hartnell	RFC Jnr
Ceri Hartnell	RFC Jnr
Benson Ferrari	St Mike's Headmaster
Jo Brooks	St Mike's Director of Sport

CYMDEITHASFA CHWARAEON LLANGENNECH & BRYN SPORTS ASSOCIATION



Constitution

1. Name

The name of the group shall be "**Llangennech and Bryn Sports Association**" (hereafter referred to as the **LBSA**). The Welsh translation shall be "**Cymdeithasfa Chwaraeon Llangennech a Bryn**".

The aims of **LBSA** will be:

- To bring together and improve relations among different sports, education and social organisations within the Llangennech & Bryn community.
- To promote participation in recreational activities, mutual support and joint aid among our members.
- To establish sports clubs and participate in different sporting activities.
- To share ideas associated with improving community sporting facilities.
- To organise fundraising events to aid development of facilities and participation.
- To explore funding opportunities in order to improve grass roots facilities while working with the relevant funding bodies.

2. Membership

Membership is open to:

- All users and volunteers at the project
- Anyone who supports the aims of the group and participates in its activities

Ceasing to be a member

- When they stop volunteering or attending activities

3. Equal Opportunities

The LBSA will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age.

4. Officers and committee

The business of the group will be carried out by a Committee elected at the Annual General Meeting. The Committee will meet as necessary and not less than **four** times a year.

The Committee will consist of at least 6 members, and be composed of at least 3 officers.

The 3 essential officers' roles are as follows:

- Chairperson, who shall chair both general and committee meetings
- Secretary, who shall be responsible for the taking of minutes and the distribution of all papers
- Treasurer who shall be responsible for maintaining accounts

Examples of further roles that could be fulfilled are as follows:

- Press Officer - liaison point to the press
- Communications Officer - responsible for maintaining website and social media accounts, among other promotional duties
- Fundraising Events Officer - oversee the scheduling and management of any fundraising events and efforts organised through the LBSA

In the event of an officer standing down during the year a replacement will be elected by the next General Meeting of members.

Any committee member not attending a meeting without apology for two meetings will be contacted by the committee and asked if they wish to resign.

The Committee meetings will be open to any member of the community wishing to attend, who may speak but not vote.

5. Meetings

5.1. Annual General Meetings

An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM.

All members will be notified in writing at least 3 weeks before the date of the meeting, giving the venue, date and time.

Nominations for the committee may be made to the Secretary before the meeting, or at the meeting.

The quorum for the AGM shall be 6.

At the AGM:-

- The Committee will present a report of the work of the LBSA over the year.
- The Committee will present the accounts of the LBSA for the previous year.
- The Officers and Committee for the next year will be elected.
- Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

5.2 Special General Meetings

The Secretary will call a Special General Meeting at the request of the majority of the committee or at least 6 other members giving a written request to the Chair or Secretary stating the reason for their request.

The meeting will take place within twenty-one days of the request.

All members will be given two weeks' notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for the Special General Meeting shall be 6.

5.3 General Meetings

General Meetings are open to all members and will be held at least once every 3 months or more often if necessary.

All members will be given two weeks' notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for a General Meeting shall be 6 committee members.

6. Rules of Procedure for meetings

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.

7. Finances

An account will be maintained on behalf of the Association at a bank agreed by the committee. Three cheque signatories will be nominated by the Committee (one to be the Treasurer). The signatories must not be related nor members of the same household.

All payments will be signed by two of the signatories.

- For cheque payments, the signatories will sign the cheque.
- For other payments (such as BACS payments, cash withdrawals, debit card payments or cash payments), a requisition note will be signed by two signatories, and held by the treasurer.

Records of income and expenditure will be maintained by the Treasurer and a financial statement given at each meeting.

All money raised by or on behalf of the LBSA is only to be used to further the aims of the group, as specified in item 2 of this constitution.

8. Amendments to the Constitution

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

9. Dissolution

If a meeting, by simple majority, decides that it is necessary to close down the group it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve the group.

If it is agreed to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.

This constitution was agreed at the Inaugural General Meeting of the Llangennech & Bryn Sports Association on:-

Date/...../.....

Name and position in group

Signed

Name and position in group

Signed

End of constitution

Updated June 2018