Sudbury Chess Club

Constitution

Version History

Version	Date	Approved by	Changes
1.0	24 June 2026	Annual General Meeting	Constitution adopted
1.1	4 November 2026	Club committee	Clauses reordered; committee quorum reduced to two; AGM window, AGM quorum, financial and membership years set; appeal process clarified; junior members and safeguarding clauses added. Circulated to all members and to be ratified at the 2027 AGM under clause 10.

1. Name

The organisation shall be known as Sudbury Chess Club (referred to in this document as "the Club").

2. Objects

The Club exists to:

- promote and encourage the game of chess in and around Sudbury
- provide facilities and opportunities for members to play chess
- participate in local, regional and national chess competitions
- develop chess knowledge and skills at all levels

3. Officers and Committee

3.1 The Club shall be managed by a Committee comprising at least the following officers:

- President
- Secretary/Treasurer
- Press and Publicity

3.2 The Committee may co-opt additional members as it sees fit.

3.3 Officers are elected at each AGM and serve for one year. They may stand for re-election without limit.

3.4 A Committee meeting is quorate with two members present. The Committee shall meet at least three times per year.

3.5 If an officer position becomes vacant between AGMs, the Committee may appoint a replacement to serve until the next AGM.

4. Membership

4.1 Membership is open to anyone with an interest in chess, regardless of ability.

4.2 The Committee may refuse or terminate membership if it believes this is in the best interests of the Club. The person concerned may appeal in writing to the Secretary within 28 days of being notified. The appeal will be heard at the next General Meeting, and the Committee must include it in the notice of that meeting.

4.3 Annual membership fees are set by the Committee and approved at the Annual General Meeting (AGM).

4.4 The membership year runs from 1 August to 31 July.

4.5 Members must comply with this Constitution and any Club rules or policies in force.

4.6 Members under the age of 18 may attend General Meetings with a parent or guardian, who may vote on their behalf.

5. Annual General Meeting

5.1 The AGM shall be held once per year, at the end of the playing season, no earlier than 1 June and no later than 31 July.

5.2 All members shall be given at least 14 days' written notice of the AGM.

5.3 The business of the AGM shall include:

- receiving the President's report on the year
- receiving the Treasurer's financial report
- electing officers for the coming year
- setting membership fees
- team captains' reports
- any other business raised in advance with the Secretary

5.4 Except where this Constitution requires otherwise (see clauses 9.1 and 10.2), decisions at the AGM are made by a simple majority of those present and voting. Each member has one vote. The Chair has a casting vote in the event of a tie.

5.5 The AGM is quorate with seven members present, or one-third of the membership, whichever is the lesser.

6. Special General Meetings

6.1 A Special General Meeting (SGM) may be called by the Committee, or by a written request from at least five members.

6.2 At least 14 days' written notice must be given, stating the business to be discussed. Only that business may be transacted.

6.3 The same quorum and voting rules as the AGM apply.

7. Finance

7.1 The Treasurer shall maintain accurate accounts and present a financial report at each AGM.

7.2 The Club's funds shall be held in a bank account in the Club's name. Two signatories (of which at least one must be an officer) are required for any payment above a threshold set by the Committee.

7.3 The Club's funds shall be used solely to further its objects as set out in clause 2.

7.4 The financial year runs from 1 June to 31 May.

8. Safeguarding

8.1 The Club will maintain a safeguarding policy approved by a General Meeting, and will appoint a Lead Safeguarding Officer and at least one Deputy Safeguarding Officer.

8.2 The Committee may amend the safeguarding policy between General Meetings, and will report any amendments at the next AGM.

9. Dissolution

9.1 The Club may be dissolved by a two-thirds majority vote at a General Meeting called for that purpose, with at least 21 days' notice given to all members.

9.2 Any assets remaining after settling all debts shall be transferred to another chess or community organisation with similar objects, as agreed at the meeting.

10. Amendments to the Constitution

10.1 This Constitution may be amended at an AGM or SGM, provided that the proposed changes are included in the notice of meeting.

10.2 Amendments require a two-thirds majority of members present and voting.

Adoption

Adopted by Sudbury Chess Club at a General Meeting

Date: _____

Role	Name	Signed
Chair		
Secretary/Treasurer		