

# Workington Town Council

## Proposal for Funding

# 2021-22



Name of Organisation	Principal Contact
Workington Derwent Rotary Club	Richard Evans
Address of organisation	Address of contact
Workington Derwent Rotary Club c/o Rebelva 98a Main Street Distington Cumbria CA14 5XJ	Meadowcroft Pardshaw Hall Cockermouth Cumbria CA13 0SP
Telephone	01900 826945
E-mail	<a href="mailto:rlp.evans@hotmail.com">rlp.evans@hotmail.com</a>
Description/aims of the organisation	
Our club is part of a worldwide organisation dedicated to helping local communities and those in need. We undertake fundraising in order to help individuals and organisations in the local and wider community, via financial contributions and in facilitating specific projects.	
Proposed value of funding	Up to £22,500 ie. £7500 pa for 3 years
Proposed duration of funding	Up to 3 years
Project Title	
Westfield Nursery and Primary School Music Centre	
Please outline how the Town Council's funding will be used by your organisation	
To facilitate the creation of a "Music Centre" at Westfield Primary School, Workington. Please see attached Supporting Statement for more details.	

<b>Outline the objectives you aim to deliver using this funding and explain how you will monitor them</b>	
<p>Our main aim is to support and improve the teaching of music in Workington. Many schools do run Music Centres, but currently there are none in Workington's Primary and Junior Schools. At present, music teaching at Westfield Primary is via a Peripatetic Music Teacher shared with other schools and the current facilities are inadequate to cater for the number of pupils who want to partake in lessons and learn an instrument. Our immediate objective is to create specialist accommodation for the teaching of music at Westfield School; please see attached supporting Statement for more details. A secondary aim is to address the severe deprivation at this school. Monitoring will be factored into the school's (and education authority's) normal processes, which will oversee the progress of every child who participates.</p>	
<b>How will your activities support the Council's aim of developing the cultural depth/ supporting communities of Workington?</b>	
<p>Music is an essential part of our culture, and no child should be deprived of the opportunity to benefit from it. Please see Supporting Statement for more information.</p>	
<b>If necessary, how many people will attend the project/event? How many of these will be children?</b>	
<p>The project is aimed entirely at children. Currently 19 pupils have music lessons from the Peripatetic Teacher at Westfield and the intention is to increase this number. The capacity of the facility will be 250 lessons per week max. It is hoped to have a "Summer Initiative" for 100 lessons per week.</p>	
<b>What are your annual running costs?</b>	<b>How is income generated?</b>
Will depend upon demand	After set up finance is over, funding will come via school budget and local fund raising.
<b>Fair and Safe Working</b>	
Workington Town Council has a duty to promote equality, and a duty of care to the young people and adults it supports through its funding.	
Do you have an equal opportunities policy? If yes, please attach it to this proposal.	<b>No, but Rotary International does.</b>
If no, please confirm that you agree to abide by the council's own equal opportunities duty, which obliges it to promote equality between all people regardless of age, disability, sexuality, gender, race, religion or belief.	<b>We agree to abide by the Council's equal opportunities duty.</b>

**Please attach any additional sheets (if required) and include the specified supporting information in respect of this application.**

- Most recent bank statement
- Last accounts
- Constitution of group

**Declaration**

- I understand that Workington Town Council is providing funding for the projects outlined in this document.
- I understand that the Town Council is entitled to reclaim any funding if the Conditions of Funding are not met.
- I have read the Conditions of Funding and will return a signed copy on receipt of payment.

<b>Signature</b>	<i>Richard Evans</i>	<b>Name</b>	<b>RICHARD EVANS</b>	<b>Position</b>	<b>Chair, Youth Committee</b>
<b>Signature</b>	<i>Birkett Gate</i>	<b>Name</b>	<b>BIRKETT GATE</b>	<b>Position</b>	<b>Treasurer</b>
<b>Signature</b>	<i>Mike Robinson</i>	<b>Name</b>	<b>MIKE ROBINSON</b>	<b>Position</b>	<b>Secretary</b>

Please return completed forms by e-mail or post:

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Telephone: 01900 702986

Email: [office@workingtontowncouncil.gov.uk](mailto:office@workingtontowncouncil.gov.uk)

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**Form ref PFF21.1**

**COMMUNITY DEVELOPMENT GRANT APPLICATION  
"MUSIC CENTRE" WESTFIELD NURSERY AND PRIMARY  
SCHOOL**

**SUPPORTING STATEMENT**

**Workington Derwent Rotary**

**October 2021**

## **Introduction**

This project is, in a nutshell, to procure and deliver accommodation for a "Music Centre" at Westfield Nursery and Primary School, Workington. Many schools have Music Centres but currently no primary/junior schools in Workington has such a facility.

A Music Centre is simply a place to deliver enhanced musical education to children in schools. It is well known that music can facilitate a bridge to learning and is a wonderful tool for promoting childrens' well-being.

Westfield School serves one of the most deprived communities in Workington.

## **The Project, The Timetable, and Costs**

The proposed project, timescale and estimated costs are outlined below;

### **Year 1**

Phase 1; Spring 2022

- Sourcing and procuring a second hand portakabin classroom. Cost estimate; £1000-£3000.
- Transporting and installing the classroom onto an existing hardstanding at Westfield School. Cost estimate; £1000.

Phase 2; Summer 2022

- Connection of classroom to services, which already exist on site. Cost estimate; up to £2000.
- Equipping the classroom with appropriate facilities, including heating, internet, interactive whiteboard and some furniture. Most furniture will be supplied by the school and sourced by the school. Cost estimate; £3-5000.
- Classroom to be completed and made ready through summer holidays (July to September 2022). Cost estimate depends on purchases of instruments and may be subject to other sources of funding in Year 1 of the project.

Phase 3; Autumn 2022

- The classroom to be ready for the new term for teaching to begin early September. Any further funding requirements subject to other funding sources.

### **Years 2 and 3**

Potential Phase 4

- Classroom to be made available to other schools and the community for music teaching. Funding potentially required for more instruments, building and facilities maintenance. Cost estimate up to £15,000.
- In the longer term, the bulk of the costs to be borne by the Education Authority, with small scale top up funding via fund-raising.

## **Deprivation Statistics**

Westfield School serves one of the most deprived communities in the Borough of Allerdale, and West Cumbria as a whole. Here are some relevant statistics;

- 47% of pupils are eligible for "Pupil Premium", these are children deemed more disadvantaged, in need of significant support.
- 48% of pupils have Free School Meals; national average is 19.7%.
- 21% of pupils have Special Educational Needs support; national average is 12.2%.
- 7% of pupils have a Statement or EHCP Plan for vulnerable children; national average is 3.7%.

### **The School's Priorities**

- To narrow the gap for those pupils not on track to achieve the expected standards.
- To narrow the gap for those pupils in receipt of Pupil Premium.
- To ensure early identification of additional needs.
- To ensure that there is extra support to facilitate emotional and social development.
- To use research to make informed choices about suitable intervention programmes to promote accelerated learning.

This project will deliver;

- Facilitating pupils' access to education in its most general sense.
- Facilitating pupils access to the curriculum.
- Additional teaching and learning opportunities.
- Alternative support and intervention.
- Provision of extra-curricular learning.
- Provision for more able pupils to ensure they are challenged, and to unlock potential.

### **Other Benefits**

It is well known that music in school has many benefits other than music for music's sake. It is the perfect medium to facilitate learning and as a tool for well-being. Music in school has led to;

- An increased love of music and singing;
- A different way of learning across the curriculum;
- Increased patience and resilience;
- Improved discipline;
- Improved health and well-being;
- Increased attendance; and;
- Increased respect for others.

### **Conclusion**

Music has long been the Cinderella subject in schools, being an easy and vulnerable target for cuts. But music's manifold benefits are obvious for all to see. Let this project be just a start in Workington, let it be part of "Levelling Up".

We seek ideally, 3 years' funding in order to set the Music Centre onto a positive long term trajectory. Then, ideally, Education Authority funds will cover the bulk of the costs. As a minimum we seek one year's funding of £7500 to get the centre up and running, if necessary with other sources of funding. But this would restrict its reach to Westfield School only.



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# Constitution of the Rotary Club of

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## Article 1 Definitions

1. Board: The Board of Directors of this club.
2. Bylaws: The bylaws of this club.
3. Director: A director on this club's Board.
4. Member: A member, other than an honorary member, of this club.
5. RI: Rotary International.
6. Satellite club (when applicable): A potential club whose members shall also be members of this club.
7. In Writing: A communication capable of documentation, regardless of the method of transmission.
8. Year: The twelve-month period beginning 1 July.

## Article 2 Name

This organization shall be the Rotary Club of

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(Member of Rotary International).

The name of any satellite of this club shall be Rotary Satellite Club of

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(A satellite of Rotary Club of \_\_\_\_\_).

## Article 3 Purposes

The purposes of this club are to:

- (a) pursue the Object of Rotary;
- (b) carry out successful service projects based on the five Avenues of Service;
- (c) contribute to the advancement of Rotary by strengthening membership;
- (d) support The Rotary Foundation; and
- (e) develop leaders beyond the club level.

(July 2019)

## **Article 4 Locality of the Club**

The locality of this club is:

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Any satellite club of this club shall be located in this locality or the surrounding area.

## **Article 5 Object**

The Object of Rotary is to encourage and foster the ideal of service as a basis of worthy enterprise and, in particular, to encourage and foster:

- First.* The development of acquaintance as an opportunity for service;
- Second.* High ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying of each Rotarian's occupation as an opportunity to serve society;
- Third.* The application of the ideal of service in each Rotarian's personal, business, and community life;
- Fourth.* The advancement of international understanding, goodwill, and peace through a world fellowship of business and professional persons united in the ideal of service.

## **Article 6 Five Avenues of Service**

Rotary's five Avenues of Service are the philosophical and practical framework for the work of this Rotary club.

1. Club Service, the first Avenue of Service, involves action a member should take within this club to help it function successfully.
2. Vocational Service, the second Avenue of Service, has the purpose of promoting high ethical standards in businesses and professions, recognizing the worthiness of all dignified occupations, and fostering the ideal of service in the pursuit of all vocations. The role of members includes conducting themselves and their businesses in accordance with Rotary's principles and lending their vocational skills to club-developed projects in order to address the issues and needs of society.
3. Community Service, the third Avenue of Service, comprises varied efforts that members make, sometimes in conjunction with others, to improve the quality of life of those who live within this club's locality or municipality.
4. International Service, the fourth Avenue of Service, comprises those activities that members do to advance international understanding, goodwill, and peace by fostering acquaintance with people of other countries, their cultures, customs, accomplishments, aspirations, and problems, through reading and correspondence and through cooperation in all club activities and projects designed to help people in other lands.

5. Youth Service, the fifth Avenue of Service, recognizes the positive change implemented by youth and young adults through leadership development activities, involvement in community and international service projects, and exchange programs that enrich and foster world peace and cultural understanding.

## **Article 7 Meetings**

### **Section 1 — Regular Meetings.**

- (a) *Day and Time.* This club shall hold a regular weekly meeting on the day and time set in the bylaws.
- (b) *Method of Meeting.* Attendance may be in person, by telephone, online, or through an online interactive activity. An interactive meeting shall be considered to be held on the day that the interactive activity is posted.
- (c) *Change of Meeting.* For good cause, the board may change a regular meeting to any day between the preceding and following regular meetings, to a different time of the regular day, or to a different place.
- (d) *Cancellation.* The board may cancel a regular meeting for these reasons:
  - (1) a holiday, or during a week that includes a holiday;
  - (2) in observance of the death of a member;
  - (3) an epidemic or a disaster that affects the whole community; or
  - (4) an armed conflict in the community.

The board may cancel up to four regular meetings a year for causes not listed here, but may not cancel more than three consecutive meetings.

- (e) *Satellite Club Meeting (When Applicable).* If provided in the bylaws, a satellite club shall hold regular weekly meetings at a day, time, and place decided by its members. The day, time, and place of the meeting may be changed in a way similar to that provided for the club's regular meetings in section 1(c) of this article. A satellite club meeting may be cancelled for the reasons in section 1(d) of this article. Voting procedures shall be as provided in the bylaws.
- (f) *Exceptions.* The bylaws may include provisions that are not in accordance with this section. A club, however, must meet at least twice per month.

### **Section 2 — Annual Meeting.**

- (a) An annual meeting to elect officers and present a mid-year report, including current year income and expenses, together with a financial report on the previous year, shall be held before 31 December, as provided in the bylaws.
- (b) A satellite club shall hold an annual meeting of its members before 31 December to elect officers for the satellite club.

**Section 3 — Board Meetings.** Within 60 days after all board meetings, written minutes should be available to all members.

## **Article 8 Membership**

**Section 1 — *General Qualifications.*** This club shall be composed of adult persons who demonstrate good character, integrity, and leadership; possess good reputation within their business, profession, and/or community; and are willing to serve in their community and/or around the world.

**Section 2 — *Types.*** This club shall have two types of membership, active and honorary. Clubs may create other types in accordance with section 7 of this article. These members are reported to RI as either active or honorary.

**Section 3 — *Active Members.*** A person who possesses the qualifications in article 5, section 2 of the RI constitution may be elected as an active club member.

**Section 4 — *Satellite Club Members.*** Members of a satellite club of this club shall also be members of this club until the satellite club is admitted to RI membership as a Rotary club.

**Section 5 — *Prohibited Dual Memberships.*** No member shall simultaneously

- (a) belong to this and another club other than a satellite of this club, or
- (b) be an honorary member in this club.

**Section 6 — *Honorary Membership.*** This club may elect honorary members for terms set by the board, who shall:

- (a) be exempt from paying dues;
- (b) not vote;
- (c) not hold any club office;
- (d) not hold classifications; and
- (e) be entitled to attend all meetings and enjoy all other privileges in the club, but have no rights or privileges in any other club, except to visit without being a Rotarian's guest.

**Section 7 — *Exceptions.*** The bylaws may include provisions that are not in accordance with article 8, sections 2 and 4 - 6.

## **Article 9 Club Membership Composition**

**Section 1 — *General Provisions.*** Each member shall be classified in accordance with the member's business, profession, occupation, or community service. The classification shall describe the principal and recognized activity of the member's firm, company, or institution, the member's principal and recognized business or professional activity, or the nature of the member's community service activity. The board may adjust a member's classification if the member changes positions, professions, or occupations.

**Section 2 — *Diverse Club Membership.*** This club's membership should represent a cross section of the businesses, professions, occupations, and civic organizations in its community, including age, gender, and ethnic diversity.

## **Article 10 Attendance**

**Section 1 — General Provisions.** Each member should attend this club's regular meetings, or its satellite club's regular meetings, and engage in this club's service projects, events, and other activities. A member shall be counted as attending a regular meeting if the member:

- (a) is present in person, by telephone, or online for at least 60 percent of the meeting;
- (b) is present but called away unexpectedly and later presents to the board satisfactory evidence that leaving was reasonable;
- (c) participates in the regular online meeting or interactive activity posted on the club's website within one week after its posting; or
- (d) makes up the absence in any of the following ways within the same year:
  - (1) attends at least 60 percent of the regular meeting of another club, a provisional club, or a satellite of another club;
  - (2) is present at the time and place of a regular meeting or satellite club meeting of another club for the purpose of attending, but that club is not meeting at that time or place;
  - (3) attends and participates in a club service project or a club-sponsored community event or meeting authorized by the board;
  - (4) attends a board meeting or, if authorized by the board, a meeting of a service committee to which the member is assigned;
  - (5) participates through a club website in an online meeting or interactive activity;
  - (6) attends a regular meeting of a Rotaract or Interact club, Rotary Community Corps, or Rotary Fellowship or of a provisional Rotaract or Interact club, Rotary Community Corps, or Rotary Fellowship; or
  - (7) attends an RI convention, a council on legislation, an international assembly, a Rotary institute, any meeting convened with the approval of the RI board of directors or the RI president, a multizone conference, a meeting of an RI committee, a district conference, a district training assembly, any district meeting held at the direction of the RI board, any district committee meeting held by direction of the governor, or a regularly announced intercity meeting of clubs.

**Section 2 — Extended Absence While Working at a Distance.** If a member works on a distant assignment for an extended period of time, attendance at the meetings of a designated club at the site of the assignment replaces attendance at the regular meetings of the member's club, if the two clubs agree.

**Section 3 — Absence Because of Other Rotary Activities.** An absence does not require a make-up if, at the time of the meeting, the member is:

- (a) traveling with reasonable directness to or from one of the meetings specified in sub-subsection (1)(d)(7);

- (b) serving as an officer or member of an RI committee or as a TRF trustee;
- (c) serving as the special representative of the governor in forming a new club;
- (d) on Rotary business in the employ of RI;
- (e) directly and actively engaged in a district-sponsored, RI-sponsored, or TRF-sponsored service project in a remote area, where making up attendance is impossible; or
- (f) engaged in Rotary business duly authorized by the board, which precludes attendance at the meeting.

**Section 4 — *RI Officers' Absences.*** An absence shall be excused if the member is a current RI officer or a Rotarian partner of a current RI officer.

**Section 5 — *Excused Absences.*** A member's absence shall be excused if:

- (a) The board approves it for reasons, conditions, and circumstances it considers good and sufficient. Such excused absences shall not last longer than 12 months. However, if a leave is taken for medical reasons, follows the birth or adoption of a child, or takes place during foster care of a child, the board may extend it beyond the original 12 months.
- (b) The sum of the member's age and years of membership in one or more clubs is 85 years or more, the member has been a Rotarian for at least 20 years, the member has notified the club secretary in writing of a desire to be excused from attendance, and the board has approved.

**Section 6 — *Attendance Records.*** When a member whose absences are excused under subsection 5(a) of this article does not attend a club meeting, the member and the absence shall not be included in the attendance records. If a member whose absences are excused under section 4 or subsection 5(b) of this article attends a club meeting, the member and the attendance shall be included in this club's membership and attendance figures.

**Section 7 — *Exceptions.*** The bylaws may include provisions not in accordance with article 10.

## **Article 11 Directors and Officers and Committees**

**Section 1 — *Governing Body.*** The governing body of this club is the board, as provided in the bylaws.

**Section 2 — *Authority.*** The board has general control over all officers and committees and, for good cause, may declare any office vacant.

**Section 3 — *Board Action Final.*** In all club matters, the decision of the board is final, subject only to an appeal to the club. However, when the board decides to terminate membership, the member, according to article 13, section 6, may appeal to the club, request mediation, or request arbitration. An appeal to reverse a board decision requires a two-thirds vote of the members present at a regular meeting specified by the board, provided that a quorum is present and the secretary has given notice of the

appeal to each member at least five days before the meeting. The club's action on an appeal is final.

**Section 4 — Officers.** The club officers shall be a president, the immediate past president, a president-elect, a secretary, and a treasurer and may also include one or more vice-presidents, all of whom shall be members of the board. The club officers may also include a sergeant-at-arms, who may be a member of the board, if the bylaws provide. Each officer and director shall be a member in good standing of this club. Club officers shall regularly attend satellite club meetings.

**Section 5 — Election of Officers.**

- (a) *Terms of Officers other than President.* Each officer shall be elected as provided in the bylaws. Except for the president, each officer takes office on 1 July immediately following election and serves for the term of office or until a successor is elected and qualified.
- (b) *Term of President.* A president-nominee shall be elected as provided in the bylaws, at least 18 months but not more than two years before the day of taking office as president. The nominee becomes president-elect on 1 July in the year before taking office as president. The president takes office on 1 July and serves a period of one year. When a successor is not elected, the current president's term is extended for up to one year.
- (c) *Qualifications of President.* A candidate for president must be a member of this club for at least one year before being nominated, unless the governor determines that less than a full year satisfies this requirement. The president-elect shall attend the presidents-elect training seminar and the training assembly unless excused by the governor-elect. If excused, the president-elect shall send a club representative. If the president-elect does not attend the presidents-elect training seminar and the training assembly and has not been excused by the governor-elect or, if excused, does not send a club representative to these meetings, the president-elect shall not serve as club president. The current president then shall continue to serve until the election of a successor who has attended a presidents-elect training seminar and training assembly or training deemed sufficient by the governor-elect.

**Section 6 — Governance of a Satellite Club of This Club.**

- (a) *Satellite Club Oversight.* This club shall provide general oversight and support of a satellite club as deemed appropriate by the board.
- (b) *Satellite Club Board.* For day-to-day governance, a satellite club shall have an annually elected board, drawn from its members and comprising the officers of the satellite club and four to six other members as the bylaws shall provide. The highest officer of the satellite club shall be the chair, and other officers shall be the immediate past chair, the chair-elect, the secretary, and the treasurer. The satellite board shall be responsible for the day-to-day organization and management of the satellite club and its activities, in accordance with Rotary rules, requirements, policies, aims, and objectives, under the guidance of this club. It shall have no authority within, or over, this club.

- (c) *Satellite Club Reporting Procedure.* A satellite club shall annually submit to the president and board of this club a report on its membership, activities, and programs, accompanied by a financial statement and audited or reviewed accounts, for inclusion in this club's reports for its annual general meeting and any other reports that may, from time to time, be required by this club.

**Section 7 — Committees.** This club should have the following committees:

- (a) Club Administration;
- (b) Membership;
- (c) Public Image;
- (d) Rotary Foundation; and
- (e) Service Projects.

The board or president may appoint additional committees as needed.

## **Article 12 Dues**

Every member shall pay annual dues as prescribed in the bylaws.

## **Article 13 Duration of Membership**

**Section 1 — Period.** Membership shall continue during the existence of this club unless terminated as provided below.

**Section 2 — Automatic Termination.**

- (a) *Exceptions.* Membership shall automatically terminate when a member no longer meets the membership qualifications, except that when a member moves from the locality of this club or the surrounding area, but continues to meet all conditions of club membership, the board may:
  - (1) allow a member to remain in this club; or
  - (2) grant a special leave of absence, not to exceed one year, to enable the member to visit and become known to a club in the new community.
- (b) *Rejoining.* When a member in good standing has their membership terminated as described in subsection (a), that person may apply for membership again, under the same or another business, profession, occupation, community service, or other classification.
- (c) *Termination of Honorary Membership.* Honorary membership shall automatically terminate at the end of the term of membership set by the board, unless extended. The board may revoke an honorary membership at any time.

**Section 3 — Termination Non-payment of Dues.**

- (a) *Process.* Any member who fails to pay dues within 30 days after they are due shall be notified in writing by the secretary. If the dues are not paid within 10 days after the notification, the board may terminate membership, at its discretion.

- (b) *Reinstatement.* The board may reinstate the former member to membership if the former member requests and pays all debts to this club.

**Section 4 — Termination Non-attendance.**

- (a) *Attendance Percentages.* A member must:

- (1) attend or make up at least 50 percent of regular club meetings or satellite club meetings; engage in club projects, events, and other activities for at least 12 hours in each half of the year; or achieve a proportionate combination of both; and
- (2) attend at least 30 percent of this club’s regular meetings or satellite club meetings or engage in club projects, events, and other activities in each half of the year (assistant governors, as defined by the RI board of directors, shall be excused from this requirement).

A member who fails to attend as required may be terminated unless the board consents to the non-attendance for good cause.

- (b) *Consecutive Absences.* Non-attendance may be considered a request to terminate membership in this club, if a member fails to attend or make up four consecutive regular meetings, unless otherwise excused by the board for good and sufficient reason or pursuant to article 10, sections 4 or 5. After the board notifies the member, the board, by a majority vote, may terminate the member’s membership.
- (c) *Exceptions.* The bylaws may include provisions not in accordance with article 13, section 4.

**Section 5 — Termination — Other Causes.**

- (a) *Good Cause.* The board may terminate the membership of any member who ceases to have the qualifications for club membership or for any good cause by a vote of at least two-thirds of the board members present and voting, at a meeting called for that purpose. The guiding principles for this meeting shall be article 8, section 1; The Four-Way Test; and the high ethical standards of a Rotarian.
- (b) *Notice.* Before the board acts under subsection (a) of this section, the member shall be given at least 10 days’ written notice and an opportunity to respond in writing to the board. Notice shall be delivered in person or by registered letter to the member’s last known address. The member has the right to appear before the board to state his or her case.

**Section 6 — Right to Appeal, Mediate, or Arbitrate Termination.**

- (a) *Notice.* Within seven days after the board’s decision to terminate or suspend membership, the secretary shall notify the member in writing. Within 14 days after the notice, the member may give written notice to the secretary of an appeal to the club or a request for mediation or arbitration. The procedure for mediation or arbitration is provided in article 17.
- (b) *Appeal.* In the event of an appeal, the board shall set a date for the hearing at a regular club meeting held within 21 days after receipt of the notice of appeal. At least five days’ written notice of the meeting and its special business shall be given

to every member. Only members shall be present when the appeal is heard. The action of the club is final and binding on all parties and shall not be subject to arbitration.

**Section 7 — *Board Action Final.*** Board action shall be final if no appeal to this club is taken and no arbitration is requested.

**Section 8 — *Resignation.*** A member's resignation from this club shall be in writing, addressed to the president or secretary. The board shall accept the resignation unless the member owes debt to this club.

**Section 9 — *Forfeiture of Property Interest.*** Any person whose club membership is terminated in any manner shall forfeit all interest in any funds or other property of this club if, under local laws, the member acquired any right to them upon joining the club.

**Section 10 — *Temporary Suspension.*** Notwithstanding any provision of this constitution, if in the opinion of the board

- (a) credible accusations are made that a member has refused or neglected to comply with this constitution, or is guilty of conduct unbecoming a member or harmful to the club; and
- (b) those accusations, if proved, constitute good cause for terminating the membership of the member; and
- (c) no action should be taken on the membership of the member, pending the outcome of a matter or an event that the board believes should properly occur first; and
- (d) it is in the best interests of the club to temporarily suspend the member without a vote on the member's membership and to exclude the member from attendance at meetings and other club activities and from any club office or position;

the board may, by at least a two-thirds vote, temporarily suspend the member for a reasonable period up to 90 days and with any other conditions the board sets. A suspended member may appeal the suspension or may request mediation or arbitration as provided in section 6 of this article. During the suspension, the member shall be excused from attendance requirements. Before the suspension ends, the board must either move to terminate the suspended Rotarian or reinstate the Rotarian to full regular status.

## **Article 14 Community, National, and International Affairs**

**Section 1 — *Proper Subjects.*** Any public question involving the welfare of the community, the nation, and the world is a proper subject of fair and informed discussion at a club meeting. However, this club shall not express an opinion on any pending controversial public measure.

**Section 2 — *No Endorsements.*** This club shall not endorse or recommend any candidate for public office and shall not discuss at any club meeting the merits or demerits of any such candidate.

### **Section 3 — Non-Political.**

- (a) *Resolutions and Opinions.* This club shall neither adopt nor circulate resolutions or opinions and shall not take action dealing with world affairs or international policies of a political nature.
- (b) *Appeals.* This club shall not direct appeals to clubs, peoples, or governments, or circulate letters, speeches, or proposed plans for the solution of specific international problems of a political nature.

**Section 4 — Recognizing Rotary's Beginning.** The week of the anniversary of Rotary's founding, 23 February, is World Understanding and Peace Week. During this week, this club will celebrate Rotary service, reflect upon past achievements, and focus on programs of peace, understanding, and goodwill in the community and throughout the world.

### **Article 15 Rotary Magazines**

**Section 1 — Mandatory Subscription.** Unless this club is excused by the RI board of directors, each member shall subscribe to an official magazine. Two Rotarians who reside at the same address may subscribe jointly to an official magazine. The subscription fee shall be paid on the dates set by the board for the payment of per capita dues for the duration of membership in this club.

**Section 2 — Subscription Collection.** The subscription fee shall be collected by this club from each member in advance and remitted to RI or to the office of a regional publication as determined by the RI board of directors.

### **Article 16 Acceptance of Object and Compliance with Constitution and Bylaws**

By paying dues, a member accepts the principles of Rotary expressed in its object and agrees to comply with and be bound by the club constitution and bylaws. On these conditions alone is a member entitled to the privileges of this club. Each member shall be subject to the terms of the club constitution and bylaws whether or not the member has received copies of them.

### **Article 17 Arbitration and Mediation**

**Section 1 — Disputes.** Any dispute between any current or former member(s) and this club, any club officer, or the board, except a decision of the board, shall, upon a request to the secretary by any disputant, be resolved by either mediation or arbitration.

**Section 2 — Date for Mediation or Arbitration.** Within 21 days after receipt of the request, the board shall, in consultation with the disputants, set a date for the mediation or arbitration.

**Section 3 — Mediation.** The procedure for mediation shall be

- (a) recognized by an appropriate authority with national or state jurisdiction; or

- (b) recommended by a competent professional body whose recognized expertise covers alternative dispute resolution; or
- (c) recommended in documented guidelines determined by the RI board or TRF Trustees.

Only Rotarians may be mediators. The club may ask the governor or the governor's representative to appoint a mediator with appropriate mediation skills and experience.

- (a) *Mediation Outcomes.* The outcomes or decisions agreed to by the disputants after mediation shall be recorded and copies given to each party, the mediator or mediators, and the board. A summary statement acceptable to the parties shall be prepared for the information of the club. Any disputant, through the president or secretary, may call for further mediation if a party has retracted significantly from the mediated position.
- (b) *Unsuccessful Mediation.* If mediation is requested but is unsuccessful, any disputant may request arbitration, as provided in section 1 of this article.

**Section 4 — Arbitration.** In the event of a request for arbitration, each disputant shall appoint a Rotarian as an arbitrator and the arbitrators shall appoint a Rotarian as an umpire.

**Section 5 — Decision of Arbitrators or Umpire.** The decision reached by the arbitrators or, if they disagree, by the umpire shall be final and binding on all parties and not be subject to appeal.

## **Article 18 Bylaws**

This club shall adopt bylaws that are consistent with the RI constitution and bylaws, with the rules of procedure for an administrative territorial unit, where established by RI, and with this constitution, to give additional provisions for the government of this club. The bylaws may be amended as they provide.

## **Article 19 Amendments**

**Section 1 — Manner of Amending.** Except as provided in section 2 of this article, this constitution may be amended only by a majority vote of those voting at the council on legislation.

**Section 2 — Amending Article 2 and Article 4.** Article 2, Name, and article 4, Locality of the Club, may be amended at any regular club meeting, if a quorum is present, by at least a two-thirds vote of all voting members. Notice of the proposed amendment shall be given to each member and the governor at least 21 days before the meeting. The amendment shall be submitted to the RI board of directors and becomes effective only when approved. The governor may offer an opinion to the RI board of directors about the proposed amendment.



The Companies Acts 1985 & 1989

COMPANY LIMITED BY GUARANTEE

Articles of Association of

# Workington Juniors Football Club

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## Interpretations

1. In these articles:

"The Act" means the Companies Act 1985 as amended by the Companies Act 1989 and any other amendments from time to time in force.

"The Management Committee" means all those persons appointed to perform the duties of directors of the Company and "Management Committee member" means a director.

"Secretary" means any person appointed to perform the duties of the Secretary of the Company.

"Employee" means anyone holding a current contract of employment with the Company.

"The Seal" means the common seal of the Company.

"The Commissioners" means the Charity Commissioners for England and Wales.

"In writing" shall be taken to include references to writing, printing, photocopying and other methods of representing or reproducing words in a visible form.

Words importing the singular number shall include the plural and vice versa unless a contrary intention appears. Words importing persons shall include bodies corporate and associations if not inconsistent with the context. Unless the context requires otherwise, words or expressions contained in these articles shall bear the same meaning as in the Act.

Any statutory instruments or regulations from time to time in force shall be deemed to apply to this Company, whether or not these Articles have been amended to comply with such instrument or regulation.

## Members

2. The first Members of the Company shall be the Subscribers to the Memorandum of Association.
3. The Management Committee may at their discretion admit to Membership:

- (a) **Full Members** - individuals aged over eighteen years, who support the objects of the Company and have paid, or agreed to pay, the annual subscription for the time being in force.
- (b) **Junior Members** - individuals aged under eighteen years, who support the objects of the Company and have paid, or agreed to pay, the annual subscription for the time being in force. Junior members shall not have a vote nor count for the purposes of calculating a quorum.

### **Register of Members**

- 4. The Company shall maintain a Register of Members in which shall be recorded the name and address of every Member, and the dates on which they became a Member and on which they ceased to be a Member. Every Member shall either sign a written consent to become a Member or sign the Register of Members on becoming a Member. A Member shall notify the Secretary in writing within twenty one days of a change to her, his name or address.

### **Cessation of Membership**

- 5. The rights and privileges of a Member shall not be transferable nor transmissible, and all such rights and privileges shall cease upon the Member ceasing to be such.
- 6. A Member shall cease to be a Member if s/he:
  - (a) resigns in writing to the Secretary; or
  - (b) dies; or
  - (c) is expelled by a General Meeting for conduct prejudicial to the Company, provided that any Member whose expulsion is proposed shall have the right to make representation to the meeting at which the decision is to be made.

### **General Meetings**

- 7. The Company shall in each calendar year hold a General Meeting as its Annual General Meeting and shall specify the meeting as such in the notices calling it. Every Annual General Meeting shall be held not more than fifteen months after the holding of the last preceding Annual General Meeting. Provided the first Annual General Meeting shall be held within eighteen months of incorporation, it need not be held in the year of incorporation nor in the following year.
- 8. The business of an Annual General Meeting shall comprise:
  - (a) the consideration of the Report and Accounts presented by the Management Committee;
  - (b) the election of Management Committee members;
  - (c) the election of Officers;
  - (d) the appointment and the fixing of the remuneration of the auditor or auditors (if any);
  - (e) such other business as may have been specified in the notices calling the meeting.

9. All General Meetings other than the Annual General Meeting shall be called Extraordinary General Meetings.
10. The Management Committee may whenever they think fit convene an Extraordinary General Meeting, or an Extraordinary General Meeting may be convened by ten per cent of the Members of the Company, as provided by section 368 of the Act.

#### **Proceedings at General Meetings**

11. No business shall be transacted at a General Meeting unless a quorum is present. Unless and until otherwise decided by a General Meeting, four Members shall be a quorum.
12. If within half an hour from the time appointed for the meeting a quorum is not present, the meeting, if convened upon the requisition of Members, shall be dissolved. In any other case it shall stand adjourned until such time and place as the Management Committee may decide, and all Members shall be given such notice as is practicable of the time, date and place of such an adjourned meeting. The Members present at a meeting so adjourned shall constitute a quorum for that meeting only.
13. At every General Meeting the Chairperson of the Company - if there is one - shall preside, but if s/he is not present twenty minutes after the time appointed for the commencement of the meeting then the Members present shall choose one of their number to be Chairperson of that meeting, whose function shall be to conduct the business of the meeting in an orderly manner.
14. The Chairperson may with the consent of any meeting at which a quorum is present, and shall if so directed by the meeting, adjourn the meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. Where a meeting is adjourned for thirty days or more, notice of the adjourned meeting shall be given as in the case of the original meeting. Otherwise - except in the circumstances described in article 12 - it shall not be necessary to give any notice of an adjournment or of the business to be transacted at an adjourned meeting.

#### **Voting**

15. Decisions at General Meetings shall be made by passing resolutions:
  - (a) Decisions involving an alteration to the memorandum or articles of the Company, or to wind up the Company, and other decisions so required from time to time by statute shall be made by a Special Resolution. A Special Resolution is one passed by a majority of not less than three-fourths of votes cast.
  - (b) All other decisions shall be made by Ordinary Resolution requiring a simple majority vote of votes cast at a General Meeting.
16. Only one vote may be cast by each Member on any particular resolution. Proxy voting is not permitted.

17. At any General Meeting a resolution put to the vote of the meeting shall be decided on a show of hands unless a secret ballot is, before or on the declaration of the result of the show of hands, demanded by at least two Members present in person. Unless a secret ballot be so demanded, a declaration by the Chairperson that a resolution has on a show of hands been carried or lost, and an entry to that effect in the minutes of the proceedings of the Company, shall be conclusive evidence of the fact without proof of the number or proportions of the votes recorded in favour or against such resolution.
18. If a secret ballot is duly demanded it shall be taken in such a manner as the Chairperson directs, provided that each Member shall have only one vote, and the result of the ballot shall be deemed to be the resolution of the meeting at which the ballot was demanded. The demand for a secret ballot may be withdrawn.
19. The demand for a secret ballot shall not prevent the continuance of a meeting for the transaction of any business other than the question upon which a ballot has been demanded.
20. In the case of an equality of votes, the Chairperson of the meeting shall have a second or casting vote.
21. A member shall declare an interest in, and shall not debate or vote in respect of any matter which she or he has a personal, material or financial interest and shall withdraw from any meeting where such a matter is discussed.

#### **Notices**

22. An Annual General Meeting and any General Meeting which is to consider a Special Resolution or a resolution to remove the auditor or a Management Committee member shall be called by at least twenty-one clear days' notice. Any other General Meeting shall be called by at least fourteen clear days' notice.
23. Notice of every General Meeting shall be given in writing to every Member of the Company and to the auditors and to such other persons who are entitled to receive notice and shall be given personally or sent by post to each Member at the address recorded in the Register of Members and to other persons at their Registered Office.
24. Notice of all meetings shall be given exclusive of the day on which it is served and shall specify the exact time and place of the meeting. In the case of a General Meeting which is to consider a Special Resolution or a resolution to remove a Management Committee member or the auditor, such resolution shall be specified in the notices calling that meeting and in the case of all other General Meetings the general nature of the business to be raised shall be specified.
25. Where notice is sent by post, notice shall be deemed to have been served by properly addressing, prepaying and posting the notice and to have been served forty-eight hours after the notice has been posted.

26. The accidental omission to give notice of a meeting to or non-receipt of notice of a meeting by any person entitled to receive notice shall not invalidate proceedings at that meeting.

### **Management Committee**

27. The Company shall have a Management Committee comprising not less than four and not more than twelve members, made up as follows:
- (a) up to ten persons elected by and from the Full Members of the Company at the Annual General Meeting;
  - (b) up to two persons co-opted by the Management Committee, who need not be members of the Company;
28. The initial Management Committee members shall be appointed by the subscribers to the memorandum.
29. For the avoidance of doubt, Management Committee members are directors of the Company within the meaning of the Act and charity trustees within the meaning of charity law.
30. At every Annual General Meeting all the elected Management Committee members shall retire. Upon retirement Management Committee members shall be eligible for re-election.
31. Co-opted members of the Management Committee shall retire at the Annual General Meeting following their appointment but shall be eligible for further co-option.
32. Management Committee members may act regardless of any vacancy in their body but, if and so long as their number is less than the minimum prescribed in these articles, the remaining Management Committee members may act for the purposes of increasing their number, or of summoning a General Meeting of the Company, but for no other purpose.
33. Under no circumstances shall any of the following serve as Management Committee members:
- (a) employees of the Company;
  - (b) persons aged under eighteen years;
  - (c) persons who are bankrupt or who are otherwise disqualified by law from serving as company directors;
  - (d) persons who have an unspent conviction involving dishonesty or deception or who are otherwise disqualified by law from serving as charity trustees.
34. The office of a Management Committee member shall be immediately vacated if s/he:
- (a) resigns her/his office in writing to the Company; or
  - (b) being an elected member, ceases to be a Member of the Company; or
  - (c) in the opinion of a majority of the Management Committee members, fails to declare her/his interest in any contract as referred to in article 43; or

- (d) becomes bankrupt or is in breach of any county court administration order; or
- (e) is removed from office by resolution of the Company in General Meeting in accordance with Section 303 of the Act; or
- (f) she/he is, or may be suffering from mental disorder and either:-
  - (i) she/he is admitted to hospital in pursuance of an application for admission for treatment under the Mental Health Act 1983 or, in Scotland, an application for admission under the Mental Health (Scotland) Act 1960, or
  - (ii) an order is made by a court having jurisdiction (whether in the United Kingdom or elsewhere) in matters concerning mental disorder for her/his detention or for the appointment of a receiver, curator bonis or other person to exercise powers with respect to her/his property or affairs; or
- (g) is disqualified by law from serving as a director of a company or as a charity trustee.

#### **Powers and Duties of the Management Committee**

- 35. The business of the Company shall be managed by the Management Committee who may pay all expenses of the formation of the Company as they think fit and may exercise all such powers of the Company as may be exercised and done by the Company and as are not by statute or by these articles required to be exercised or done by the Company in General Meeting.
- 36. No regulation made by the Company in General Meeting shall invalidate any prior act of the Management Committee which would have been valid had that regulation not been made.
- 37. All cheques, promissory notes, drafts, bills of exchange and other negotiable instruments, and all receipts for moneys paid to the Company shall be signed, drawn, accepted, endorsed, or otherwise executed in such manner as the Management Committee shall from time to time direct, provided that all instruments of expenditure above a certain limit specified by the Management Committee must be signed by at least two Management Committee members.
- 38. Without prejudice to its general powers, the Management Committee may exercise all the powers of the Company to borrow money and to mortgage or charge its undertaking and property or any part of them and to issue debentures and other securities whether outright or as security for any debt, liability or obligation of the Company, subject to such consents as may be required by law.

#### **Proceedings of the Management Committee**

- 39. The Management Committee may meet together for the despatch of business and may adjourn and otherwise regulate their meetings as they think fit.
- 40. The Secretary, on the requisition of two or more Management Committee members, shall summon a meeting of the Management Committee by giving reasonable notice to all its members. It shall not be necessary to give notice of

- a meeting of the Management Committee to any of its members for the time being absent from the United Kingdom.
41. The quorum necessary for the transaction of the business of the Management Committee shall be three Management Committee members or one-third of the Management Committee whichever is the greater.
  42. Questions arising at any meetings shall be decided by a majority of votes, each Management Committee member having one vote on each question to be decided. In the case of an equality of votes, the Chairperson of the meeting shall have a second or casting vote.
  43. A Management Committee member shall declare an interest in and shall not speak or vote in respect of any matter in which they have a personal, material or financial interest or any matter arising from it, and shall withdraw from a meeting while such an issue is discussed.
  44. At every meeting of the Management Committee the Chairperson of the Company - if there is one - shall preside, but if s/he is not present twenty minutes after the time appointed for the commencement of the meeting then the Management Committee members present shall choose one of their number to be Chairperson of the meeting, whose function shall be to conduct the business of the meeting in an orderly manner.
  45. The Management Committee shall cause accurate records to be made of:
    - (a) the name, details and date of appointment of all persons appointed to office;
    - (b) the names of the Management Committee members, officers, Members and other persons present at all General, Management Committee and Sub-Committee meetings of the Company;
    - (c) minutes of all proceedings and resolutions at all General, Management Committee and Sub-Committee meetings of the Company;
    - (d) all applications of the Seal to any document.
  46. All such records and minutes shall be open to inspection at any reasonable time by any Management Committee member and by any person authorised by the Company in General Meeting. Minutes of General Meetings shall be available for inspection by any Member of the Company at any reasonable time.
  47. The Management Committee may delegate any of their powers to Sub-Committees consisting of such members of their body and/or the Company as they think fit. Any Sub-Committee so formed shall in the exercise of the powers so delegated conform to any regulations imposed on it by the Management Committee, which regulations shall always include provision for regular and prompt reports to the Management Committee.
  48. All acts done by the Management Committee or by any person acting as a Management Committee member shall, even if it be afterwards discovered that there was some defect in the appointment of any such Management Committee member or person acting as such, or that they or any of them were disqualified,

be as valid as if every such person had been duly appointed and was qualified to be a Management Committee member.

49. A resolution in writing, signed by all the Management Committee members for the time being entitled to vote, shall be valid and effective as if it had been passed at a meeting of the Management Committee, and may consist of several documents in the same form, each signed by one or more Management Committee members.

#### **Honorary Officers**

50. The Company shall have such officers as the Management Committee may see fit, elected annually at the annual general meeting from among the Management Committee previously elected. In the event of a casual vacancy occurring in any officer post, the Management Committee may appoint one of their number to fill such vacancy until the next Annual General Meeting.

#### **Secretary**

51. The Management Committee shall appoint a Secretary of the Company upon such conditions as they think fit; and any Secretary so appointed may be removed by them.
52. No remuneration may be paid to a Secretary who is also a Management Committee member.
53. A provision of the Act or these articles requiring or authorising a thing to be done by or to a Management Committee member and the Secretary shall not be satisfied by its being done by or to the same person acting in both capacities.

#### **The Seal**

54. If the Company has a Seal, it shall only be used by the authority of the Management Committee and every instrument to which the Seal shall be applied shall be signed by a Management Committee member and shall be countersigned by the Secretary or by a second Management Committee member. Every such application of the Seal shall be minuted.

#### **Accounts**

55. The Management Committee shall cause proper accounts to be kept in accordance with the law for the time being in force with respect to:
  - (a) all sums of money received and expended by the Company and the matters in which the receipt and expenditure takes place;
  - (b) all sales and purchases of goods by the Company;
  - (c) the assets and liabilities of the Company.
56. Proper accounts shall be deemed to be kept if they give a true and fair record of the state of the Company's affairs and explain its transactions.
57. The accounts shall be kept at the Registered Office of the Company or, subject to section 222 of the Act, at such other place or places as the Management Committee thinks fit.

58. The Management Committee shall from time to time, in accordance with sections 227 and 241 of the Act, cause to be prepared and to be laid before the Company in General Meeting such income and expenditure accounts, balance sheets, and any reports referred to in those sections.
59. A copy of every balance sheet (including every document required by law to be annexed thereto) which is laid before the Company in General Meeting, together with a copy of the auditor's report and Management Committee members' report shall not less than twenty-one days before the date of the meeting, subject nevertheless to the provisions of section 240(4) of the Act, be sent to every Member of and every holder of debentures of the Company; provided that this regulation shall not require a copy of those documents to be sent to any person of whose address the Company is not aware or to more than one of the joint holders of any debentures. The auditor's report shall be open to inspection and shall be read before the meeting.
60. The Management Committee shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or modification of that Act) with regard to the transmission of the statements of account of the Company to the Commissioners.

#### **Audit**

61. In accordance with the law for the time being in force the Company may, if it is eligible to do so, apply the small company audit exemptions. Otherwise once at least in every year the accounts of the Company shall be examined and the correctness of the income and expenditure account and balance sheet ascertained by one or more properly qualified auditor or auditors.
62. Auditors shall be appointed and their duties regulated in accordance with sections 237 and 384 of the Act.

#### **Annual report**

63. The Management Committee shall comply with their obligations under the Charities Act 1993 (or any statutory re-enactment or modification of that Act) with regard to the preparation of an annual report and its transmission to the Commissioners.

#### **Indemnity**

64. Subject to the provisions of the Act every Management Committee member or other officer or auditor of the Company shall be indemnified out of the assets of the Company against any liability incurred by her/him in that capacity in defending any proceedings, whether civil or criminal, in which judgement is given in her/his favour or in which s/he is acquitted or in connection with any application in which relief is granted to her/him by the court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Company.

#### **Regulations**

65. The Company in General Meeting or the Management Committee may from time to time make, adopt and amend such regulations in the form of bye-laws,

standing orders, secondary rules or otherwise as they may think fit for the management, conduct and regulation of the affairs of the Company and the proceedings and powers of the Management Committee and Sub-Committees, provided that such regulations are not inconsistent with the memorandum and articles, and do not amount to an addition or alteration such as could only legally be made by an alteration to the memorandum or articles. All Members of the Company and the Management Committee shall be bound by such regulations whether or not they have received a copy of them.

### **Dissolution**

66. Clause 9 of the Memorandum of Association relating to the winding up and dissolution of the Company shall have effect as if its provisions were repeated in these articles.

-© HRB/ICOM/2002 -



# Workington Reds Juniors Football Club

Founded 1985

Registered Charity No: 1097405

## The FA Charter Standard Workington Reds Juniors FC EQUALITY POLICY

THE AIM OF THIS POLICY IS TO ENSURE THAT EVERYONE IS TREATED FAIRLY AND WITH RESPECT AND THAT OUR CLUB IS EQUALLY ACCESSIBLE TO ALL

**Workington Reds Juniors FA Charter Standard Club** is responsible for setting standards and values to apply throughout the club at every level. Football belongs to and should be enjoyed by anyone who wants to participate in it.

**Workington Reds Juniors FA Charter Standard Club** in all its activities will not discriminate or in any way, treat anyone less favourably on grounds of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability. The club will ensure it treats people fairly and with respect and that it will provide access and opportunities for all members of the community to take part in and enjoy its activities.

**Workington Reds Juniors FA Charter Standard Club** will not tolerate harassment, bullying, abuse or victimisation of an individual, which for the purposes of this policy and the actions and sanction applicable is regarded as discrimination. This includes sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal. The club will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

**Workington Reds Juniors FA Charter Standard Club** is committed to taking positive action where inequalities exist and to the development of a programme of ongoing training and awareness raising events and activities in order to promote the eradication of discrimination and promote equality in football.

**Workington Reds Juniors FA Charter Standard Club** is committed to a policy of equal treatment of all members and requires all members to abide and adhere to these policies and the requirements of the Equality Act 2010.

**Workington Reds Juniors FA Charter Standard Club** commits itself to the immediate investigation of any claims when brought to its attention, of discrimination on the above grounds and where such is found to be the case, a requirement that the practice stop and sanctions are imposed as appropriate.

**OUR COMMITMENT** is to confront and eliminate discrimination whether by reason of age, gender, gender reassignment, sexual orientation, marital status, race, nationality, ethnic origin, colour, religion or belief, ability or disability and to encourage equal opportunities.

**This policy is fully supported by the club officers who are responsible for the implementation of this policy.**

Last Updated – January 2019

**Working in collaboration with Workington AFC to inspire the next generation of home grown football players from across West Cumbria**

**Workington Juniors Football Club**

**Registered Charity Number 1097405**

**Year Ended 30 June 2020**

**Financial Statements**

**Workington Juniors Football Club**  
**Income Statement For The Year Ended 30 June 2020**

	2020	2020	2019	2019
	£	£	£	£
Income		77,916		66,992
Expenditure:				
Football Kit	12,197		16,100	
Astro Pitch and Sports Hall Hire	18,320		29,854	
Training and Match Equipment	3,489		1,913	
Coaches Course Fees and DBS Checks	478		780	
Tournament Expenses	4,459		423	
Grass Cutting	1,442		2,600	
Parties	150		55	
Printing and Stationery	288		126	
Utilities	469		507	
Tournament Entry Fees	0		1,840	
Presentation Nights	2,352		1,342	
League Entry and Player Registration	1,029		1,140	
Club Insurances	1,527		1,170	
Club Affiliations	0		630	
Sponsorship	100		0	
Travel Expenses	0		150	
Ground Repair Costs	3,214		1,594	
Den Pitch Preparation	14,070		0	
First Aid Equipment	160		396	
Referees Fees	5,195		2,818	
Futsal Fees	1,920		2,180	
Advertising	447		100	
Player Fines	335		140	
Charity Contributions	100		0	
Sponsors Entertaining	90		0	
FA Youth Cup	579		0	
COVID 19 Expenses	600		0	
Depreciation	4,774		1,112	
Total Expenditure		77,784		66,970
Net Increase/(Decrease) In Reserves		<u>132</u>		<u>22</u>

**Workington Juniors Football Club**  
**Balance Sheet As At 30 June 2020**

	2020 £	2020 £	2019 £	2019 £
Investment In Share Capital		<u>1,000</u>		<u>1,000</u>
Fixed Assets		<u>5,534</u>		<u>9,130</u>
Current Assets				
Cash At Bank	13,185		2,425	
Prepayments	<u>0</u>		<u>0</u>	
		13,185		2,425
Current Liabilities				
Accruals	<u>14,945</u>		<u>7,913</u>	
		14,945		7,913
Net Current Assets		<u>(1,760)</u>		<u>(5,488)</u>
Total Asset Less Current Liabilities		<u><u>4,774</u></u>		<u><u>4,642</u></u>
Club Reserves		<u><u>4,774</u></u>		<u><u>4,642</u></u>

## Notes To The Accounts

### 1. Income

Income during the year was derived from the following sources:

	2020	2019
	£	£
Subs Receipts	46,157	44,585
Signing On Fees	9,140	7,215
Sponsorship	3,475	1,800
Tournament Income	2,545	4,048
Fundraising	14,018	6,335
Bank Interest	31	9
Grants	2,550	3,000

### 2. Prepayments

	2020	2019
	£	£
Hire of 3G Astro Pitch	<u>0</u>	<u>0</u>

### 3. Accruals

	2020	2019
	£	£
Hire Of 3G Astro Pitch	6,098	6,098
Subs Paid In Advance	302	0
Signing On Fees Paid In Advance	920	0
Tournament Entry Fees Paid In Advance	810	0
Grants Awarded For 2020/2021 Season	5,000	0
Defibrillator Fundraising	<u>1,815</u>	<u>1,815</u>
	<u>14,945</u>	<u>7,913</u>

### 4. Fixed Assets

	£
Cost:	
At 1 July 2019	11,276
Additions	<u>1,178</u>
At 30 June 2020	<u>12,454</u>
Depreciation	
At 1 July 2019	2,146
Charge For The Year	<u>4,774</u>
At 30 June 2020	<u>6,920</u>
Net Book Value 30 June 2020	<u>5,534</u>
Net Book Value 30 June 2019	<u>9,130</u>

# Community Development, Heritage & Sport Grant Form

1 response

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## Your Details

### Contact Name

1 response

David Garrett (chairman)

### Contact number

1 response

07595366426

## Your Organisation

### Name of organisation.

1 response

workington juniors football club



## Description of your organisation.

1 response

Junior Football Club (currently hold 327 registered players aged 5 - 18). The club has 32 volunteer coaches whom provide their spare time to deliver x2 training sessions per week and then weekly football matches that are held at our hime ground The Ranch. The club is a not for profit organisation which enables us to put all income back into providing football kits for all players, cover all other costs which includes rental for the winter training pitches located at lakes college. At present this is a must have for the club as we don't have any temporary or permanent lighting on our grass pitches. Above all the club struves to provide a safe environment where children of all ages can engage with their peers and enjoy football.

## Address L1 (of organisation)

1 response

The Ranch Mossbay road, CA14 5AB

## Address L2 (of organisation)

1 response

27 The Meadows High Harrington Workington Cumbria CA14 5NW (David Garrett Chairman)

## Town (of organisation)

1 response

Workington

## County (of organisation)

1 response

Cumbria



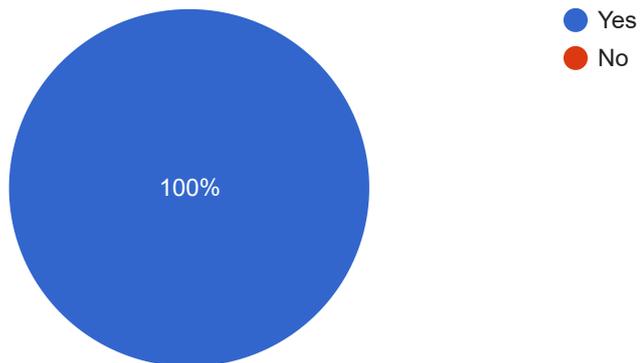
### Post Code (of organisation)

1 response

CA14 5AB

### Do you have a constitution?

1 response



### What are your annual running costs?

1 response

£77,000

### How is your income generated?

1 response

The clubs source of income is via monthly payment of club fees from players (mainly provided by parents). This is collected via direct debit.



Bank details - how does the name of your organisation appear on your bank account? This is who we will make the cheque payable to, should your application be successful. We are not able to make cheques out to individuals.

1 response

Workington Reds Juniors Football Club.

## Funding

How much funding do you require in total for your project?

1 response

£4000

Have you approached other funding sources? If so, please list them and the amount you have applied for.

1 response

The club identified what the cost was to replace the current goals. From this we discovered that we had not had any grants from the football foundation for a prolonged period (circa 15 years). Once the costs were identified we have managed to secure a grant from the Football Foundation and awarded £3600.

What is the total amount of funding you are requesting from Workington Town Council (up to £7,500 per year for up to 3 years)?

1 response

£4000



### Proposed duration of funding (up to 3 years)

1 response

1 year

If you require funding for longer than 1 year, please provide a breakdown of the funding required per year.

0 responses

No responses yet for this question.

### When will you require the first installment?

1 response

The grant would be used as one payment to support the procurement of X6 sets of football Goals and nets. It is hoped that we can place the order for the equipment during December 2021.

### Project title

1 response

New Football Goals Workington Juniors



Please outline how the funding from Workington Town Council will be used by your organisation. Please also provide a breakdown of costs.

1 response

The funding will be used to support the procurement of new football goals and nets (see below) for the club. They will be used weekly by 327 players and visiting clubs. The club have used the current goals and equipment for over 20years and at present require all coaches to carry them to various pitches. Football goals have recently been subject to development to improve safety and ease transporting them on to pitches. These developments also provide fixed wheels making it safer for all moving them and children playing football. Once on the location they can be adjusted to ensure safely fixed and secure.

The costs for x2 (11 v 11 goals ) 24x8 - £2599.99  
x2 (9v9 goals) 16x7 - £2199.99  
X2 (7V7 goals) 12x6 - £1929.99

In addition x3 sets ( 6wheels in total) of hard terrain wheels which are used to manoeuvre the goals across the pitches from store locations would be procured. This totals £689.98

The subtotal for the above which is to be also covered from the FA grant of £3600 the total of both grants would be £7419.99 enabling the club to provide safe equipment

Outline the objectives you aim to deliver using this funding and explain how you will monitor them.

1 response

The club have 327 players playing matches for the club with the overall objective is to endeavour to support and offer the safest environment for this to occur. As mentioned the equipment we have is circa 20 years of use and this has degraded the quality of the goals used. With the purchase of the equipment we (WJFC) will provide enhance equipment which would reduce risks and enable all concerned to enjoy playing sport on a weekly basis.



How will your activities support Workington Town Council's aim of developing cultural depth and supporting communities within Workington?

1 response

Our activities promote the health and well being of circa 327 children and subsequently those players of visiting clubs. They train and play at The Ranch throughout the week. This enables and promotes healthier lifestyles for those engaging with the sport and builds friendships within players and families within the community. The age groups from 5 - 18years of age. The activities these children engage into provides structure and support outside of other activities that provide social inclusion and mobility.

How many people will be involved in the project / event? How many of these will be children?

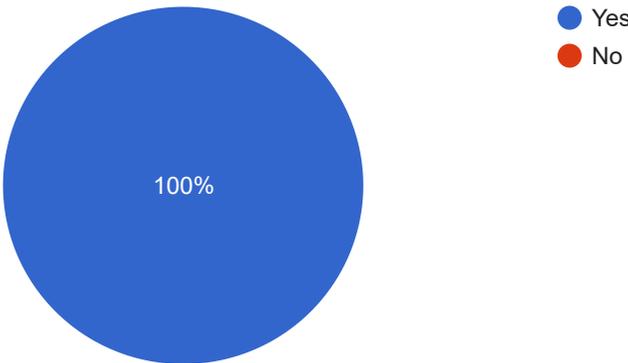
1 response

327 children and circa 32 football coaches

Fair and Safe Working

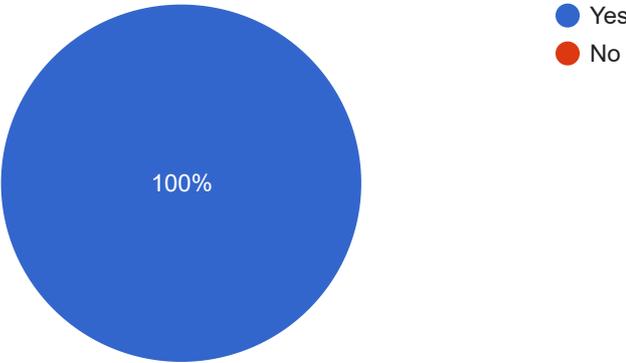
Do you have an equal opportunities policy?

1 response



If no, please confirm that you agree to abide by the council's own equal opportunities duty, which obliges it to promote equality between all people, regardless of age, disability, sexuality, gender, race, religion or belief.

1 response



Supporting Documents

Recent bank statements

1 response

Last accounts

1 response

Constitution of group

1 response

Equal opportunities policy

1 response



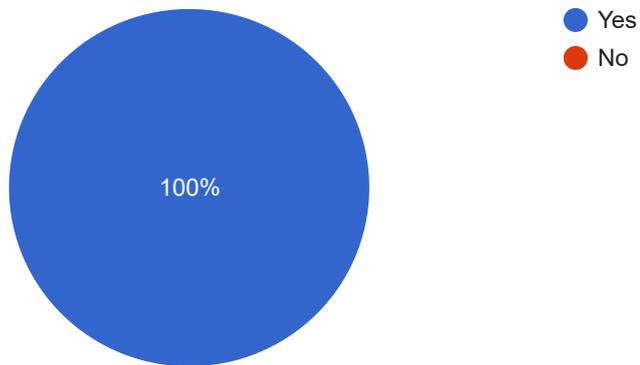
Any other documents that will support your application.

1 response

### Declaration

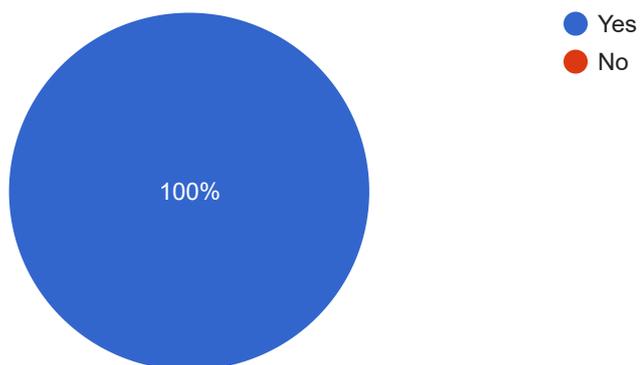
I/we understand that Workington Town Council is providing funding for the project/s outlined in this document.

1 response



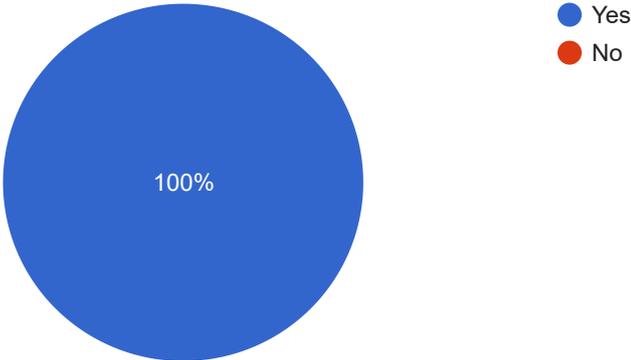
I/we understand that Workington Town Council is entitled to reclaim any funding if the 'Conditions of Funding' are not met.

1 response



I/we will abide by the conditions of funding

1 response



We require 3 signatures in order to present your application to committee. Please upload a document or photo with 3 signatures and include names and positions within your group/organisation.

1 response

Contact

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