

# THE OFFICIAL WYCOMBE WANDERERS SUPPORTERS ASSOCIATION (OWWSA) CONSTITUTION

## 1.0 The Association

- 1.1 The name of the Association is “The Official Wycombe Wanderers Supporters Association”, which may be abbreviated to OWWSA.
- 1.2 OWWSA is administratively and financially independent of Wycombe Wanderers Football Club (WWFC).
- 1.3 The office of OWWSA shall be situated at the home address of the Secretary or at such other place as the OWWSA Committee shall at any time determine.

## 2.0 Aims of the Association

- 2.1 To support and encourage WWFC.
- 2.2 To communicate the views of OWWSA members to WWFC and vice versa.
- 2.3 To organise coach travel to WWFC away matches and other places of interest.
- 2.4 To raise funds for donations to WWFC for specific purposes.
- 2.5 To organise social events and competitions for OWWSA members.
- 2.6 To encourage friendly relations with other football clubs’ supporters associations, in part via OWWSA affiliation to the Football Supporters Federation (FSF).
- 2.7 To support the OWWSA Football Club.

## 3.0 Membership

- 3.1 Candidates for membership will submit to the Membership Secretary an application form requiring such information as the Committee from time to time shall determine.
- 3.2 No candidate shall be accepted into membership of OWWSA until they have agreed to abide by the Constitution and have paid the current membership fee as fixed from time to time by the Committee.
- 3.3 The categories of membership of OWWSA are:-
  - Junior* - Under 16 on 31<sup>st</sup> July,
  - Student* - Evidenced by a current Student ID card, or details of the educational establishment and course
  - Adult* - Over 15 on 1<sup>st</sup> August, and not a Student.
  - Honorary Life Member* - Bestowed by the Committee for outstanding service to WWFC and/or OWWSA.
- 3.4 A reduced annual membership fee shall apply to the *Junior* and *Student* categories of membership as the Committee shall from time to time determine. No membership fee shall apply to Honorary Life Members.

- 3.5 If a cheque for the membership fee is dishonoured on presentation, then the member concerned must make good the payment and meet any charges incurred in consequence of the cheque not being met. Otherwise membership will be denied.
- 3.6 The OWWSA Committee reserves the right to refuse a membership application, in which case the Committee will furnish the applicant with the reason for rejection. The applicant will then have the right to appeal at the next OWWSA General Meeting.
- 3.7 No member may use the name, style or title of OWWSA without the authority of the Committee.
- 3.8 The Committee shall have the power to reprimand, suspend, or expel any member who infringes the Constitution and/or appropriate standards of conduct. Before any such action, the member concerned shall be given the right to explain his or her conduct to the Committee. A suspended member shall forfeit all rights of membership during suspension. No expelled or suspended member will be entitled to the return of any part of his or her membership fee.

#### 4.0 The Committee

- 4.1 OWWSA shall be governed by an executive committee, which shall comprise ten members ('the Committee').
- 4.2 Nominations for election to the Committee, the posts of Chairperson, Secretary and Treasurer, and any other roles as deemed necessary by the Committee, shall be proposed and seconded in writing and submitted to the Secretary at least 14 clear days prior to the appropriate General Meeting. Nominations will be for a three-year term of office.
- 4.3 The Committee shall allocate other roles amongst their members as they deem necessary.
- 4.4 The Committee shall have the power to co-opt members to serve on the Committee for specific purposes or to fill vacancies. Any co-opted members will automatically retire at the next Annual General Meeting (AGM) but may offer themselves for re-election. Should the elected members fall below five, an Extraordinary General Meeting (EGM) shall be called to fill the outstanding vacancies.
- 4.5 The Committee shall meet as and when necessary to manage OWWSA. The quorum for Committee Meetings is 5 members.
- 4.6 The Committee may invite any person to attend its meetings for specific topics in a non-voting capacity.
- 4.7 Any Committee member who fails to attend three consecutive Committee meetings without reasonable explanation shall be deemed to have resigned.
- 4.8 Committee members may be suspended or expelled from the Committee for non-compliance with the Constitution or for any other cause deemed by the Committee to justify such suspension or expulsion.
- 4.9 The Committee shall have the power to create Sub-Committees for specific purposes.
- 4.10 The Committee shall deal with any matter not covered by this Constitution.

## 5.0 President

- 5.1 OWWSA shall elect a President at the appropriate General Meeting, without restriction on the term of office.
- 5.2 The President serves as a figurehead for OWWSA in relations with WWFC and other bodies as determined by the Committee.
- 5.3 The President may attend any Committee meetings without restriction but shall have no voting rights.

## 6.0 Finance

- 6.1 OWWSA shall ensure that proper records of all its financial transactions are kept.
- 6.2 OWWSA shall have a general bank account. All cheques drawn on that account shall bear at least two of the signatures of the Chairperson, Secretary and Treasurer.
- 6.3 At the discretion of the Committee, separate bank accounts may be opened for specific purposes (e.g. for coach travel to WWFC away matches) provided that a minimum of two signatories are always required on cheques.
- 6.4 The authority to pledge the credit of OWWSA to the extent of the funds available and to enter into contracts or agreements and to make payments by or on behalf of OWWSA is vested solely in the Committee. The Committee shall not commit OWWSA beyond its assets.
- 6.5 The OWWSA financial year shall run from 1<sup>st</sup> July to 30<sup>th</sup> June.
- 6.6 Based on the special provisions for small companies under Part 15 of the Companies Act 2006, OWWSA Accounts shall be prepared annually, using the Financial Reporting Standards for Smaller Entities, and independently examined. The examiner for the next financial year shall be appointed at the Annual General Meeting (AGM).
- 6.7 No financial liability will be accepted by OWWSA for transport to WWFC away matches independently arranged by members. Such arrangements also fall outside the scope of any OWWSA insurance cover.
- 6.8 Non-members of OWWSA will pay an additional charge on coach fares to WWFC away matches and for other OWWSA events, as compared with OWWSA Members.
- 6.9 In the event of a member making payment to OWWSA for any organised event and subsequently failing to turn up, any repayment of the moneys received will be at the discretion of the Committee.
- 6.10 Any money or property of OWWSA, or any gain arising from the carrying on of the activities of OWWSA, shall be disposed of as the Committee deems to be beneficial to WWFC and its supporters.

## 7.0 General Meetings

- 7.1 Voting shall be by show of hands, or by ballot paper, whichever procedure is deemed more expedient by the Chairperson. The Chairperson shall have no vote except in the case of a tie.
- 7.2 The quorum at General Meetings shall be 20 members or 10% of the membership, whichever is less.

### 7.3 Annual General Meetings (AGM)

7.3.1 An OWWSA AGM shall be held within 6 months of the end of the financial year, i.e. between 1 July and 31 December, at such a time and place as the Committee shall determine.

7.3.2 Twenty-eight days prior notice of the AGM shall be given to members.

7.3.3 The following business will be transacted at the AGM.

7.3.3.1 To receive, and if approved, adopt the Annual Report of OWWSA's activities in the previous financial year.

7.3.3.2 To receive, and if approved, adopt the OWWSA Accounts.

7.3.3.3 To appoint the OWWSA President, Chairperson, Secretary, Treasurer and other Committee members as appropriate.

7.3.3.4 To appoint one or more independent examiners of the Accounts for the financial year.

7.3.3.5 To deal with any other matters which the Committee may determine.

7.3.3.6 To approve any changes to the Constitution.

### 7.4 Extraordinary General Meetings (EGM)

7.4.1 An OWWSA EGM may be called by the Committee or on written request of a minimum of 20 Adult members to decide matters of major importance (Ref. Clause 4.4).

7.4.2 Twenty-one days prior notice of an EGM will be given to members.

### 8.0 Changes to the Constitution

8.1 OWWSA shall have a Constitution governing its day to day conduct. Any amendments thereto shall only be adopted, amended or repealed by 75% of the members of the Association present and entitled to vote at a General Meeting.

8.2 Any resolution for amendment of the Constitution must be received by the Secretary at least 14 clear days before the General Meeting.

### 9.0 Winding Up

9.1 In the event of the winding up of OWWSA, all monies and other assets shall be transferred to another organisation to be decided by the members.

*Approved at OWWSA AGM  
6 October, 2011*