



**KP IN THE COMMUNITY CIC
CONSTITUTION POLICY
LAST REVIEWED 13/05/25**

NAME AND ADDRESS THE CLUB WILL BE CALLED **KP IN THE COMMUNITY CIC**,
HEREINAFTER REFERRED TO AS THE
'KP IN THE COMMUNITY'.

THE OFFICIAL ADDRESS OF THE CLUB SHALL BE: 13 TOMKINS CLOSE WD6 4TW

1. Aims and Objectives

The aims and objectives of KP in the Community are:

To encourage participation in basketball, fostering a welcoming and inclusive environment for all ages and abilities.

To grow grassroots participation in basketball, particularly within the Borehamwood community, increasing access and opportunities for all.

To help tackle the gender imbalance in basketball participation, actively promoting girls' and women's involvement in the sport.

To ensure a duty of care to all members of the Company, prioritizing their safety, wellbeing, and development.

To provide all its services fairly and equitably to all members, regardless of background or ability.



To ensure that all present and future members receive fair and equal treatment, fostering a sense of community and belonging.

To promote the Company and basketball within the local community of Borehamwood, engaging with local schools, organizations, and residents.

To access membership of appropriate leagues and competitions to provide regular competitive play for the Company's representative teams.

To focus on developing the fundamental basketball skills of every member of the Company, providing coaching and training opportunities for all levels.

To develop the teamwork, interpersonal, and leadership qualities of every member of the Company, fostering personal growth and development.

To provide clear pathways for members who wish to progress their participation in basketball through playing, coaching, team management, refereeing, or other roles within the sport.

To uphold the current and updated rules and regulations of basketball as set out by the governing bodies.

2. Membership

Membership shall consist of officers and members of the Company. All members, by joining, agree to abide by the regulations of this Constitution, any adopted codes of conduct, and the rules of any associated national governing bodies. Membership categories and fees will be defined in the Company's operational policies.

3. Membership Fees

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting (AGM). Fees may vary depending on membership category (e.g., junior, senior, family).

4. Management Committee

The Management Committee shall consist of the following officers:

Director: Overall responsibility for the strategic direction and financial wellbeing of the Company.

Operations Manager: Responsible for the day-to-day running of the Company's activities.

Lead Community Coach: Responsible for the coaching programs and development of players.



Treasurer: Responsible for the financial administration of the Company.

Secretary: Responsible for record-keeping, communication, and meeting administration.

Competition Manager: Responsible for organizing participation in leagues and competitions.

Child Protection Officer: Responsible for ensuring the safety and wellbeing of all child members.

Officers will be elected annually at the AGM. All officers will retire each year but are eligible for re-appointment. Only these officers will have voting rights at Management Committee meetings.

The Management Committee may appoint sub-committees as deemed necessary.

Sub-committees will report their proceedings to the Management Committee.

The Management Committee will meet at least four times per year. A quorum of four unrelated/non-cohabiting officers is required for decision-making. The Management Committee is responsible for adopting new policies, codes of conduct, and rules affecting the Company. It also handles disciplinary hearings.

5. Finance

All Company monies will be banked in an account held in the name of KP in the Community CIC.

The Treasurer will be responsible for the finances of the Company.

The financial year of the Company will end on 31 October each year.

The Treasurer and Director will present a statement of annual accounts at the AGM.

Cheques drawn against Company funds will require the signatures of the Treasurer and at least one other officer.

All surplus income or profits will be reinvested in the Company to further its aims and objectives. No surpluses or assets will be distributed to members or third parties.

6. Annual General Meetings (AGMs)

The Secretary will give at least 21 days' notice of the AGM to all members.

The AGM will receive reports from the officers of the Management Committee and a statement of the audited accounts.



Nominations for officers of the Management Committee will be submitted to the Secretary prior to the AGM.

Elections of officers will take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be three unrelated/non-cohabiting officers.

The Management Committee may call Extraordinary General Meetings (EGMs) as needed. Procedures for EGMs will be the same as for the AGM.

7. Conflict of Interests

All staff, volunteers, and Management Committee members will strive to avoid any conflict of interest between the interests of the Company and personal, professional, or business interests. A written disclosure of interests will be required upon appointment and updated as necessary. Disclosures will be noted in the minutes.

8. Discipline and Appeals

All complaints regarding member behavior should be submitted in writing (or email) to the Secretary. The Management Committee will hear complaints within 20 days and may take disciplinary action, including termination of membership. The outcome will be notified in writing within 10 days. Appeals can be made to the Management Committee within 20 days of the initial decision.

9. Dissolution

A resolution to dissolve the Company can only be passed by a majority vote at an AGM or EGM. In the event of dissolution, any remaining assets will be transferred to a charitable organisation in Borehamwood with similar objectives.

10. Amendments to the Constitution

Amendments to this Constitution will require a majority vote at an AGM or EGM.

This constitution provides a framework. You'll need to add specific details regarding membership categories, fees, meeting procedures, and other operational policies in separate documents. You should also ensure this constitution complies with all relevant CIC regulations and legal requirements. It's advisable to seek legal counsel to review this document before finalising it.

