

Cherry Burton Sportsfield Management Committee Constitution

- Delegated** The Cherry Burton Sportsfield Management Committee is a Committee of the Parish Council which
- Powers:** leases the Sportsfield from the East Riding of Yorkshire Council. The Parish Council and the Baden Powell groups own the Pavilion building and have responsibility for keeping accounts and obtaining buildings, contents and public liability insurance. In order to manage the field most effectively, the Parish Council delegates to the Committee the powers described in this Constitution. The Management Committee is governed by Parish Council Standing Orders.
- Function:** To be responsible for the management of Cherry Burton Sportsfield so as to provide the best possible facilities for all the residents of the Parish of Cherry Burton; and further to be responsible for the maintenance of the field (and any buildings erected on the field) within the terms of the lease and in accordance with any rules which may be laid down by the Parish Council. Responsibilities to include;
- Maintaining the playing field to an acceptable standard for use by the Sports Clubs and the Community.
 - Maintaining the boundary walls and hedges and repairing them promptly when necessary.
 - Maintaining the pavilion in good condition and carrying out any necessary repairs.
 - Managing the use of the playing field and pavilion by the sports clubs, and by other organisations and individuals and formulating and implementing a charging policy.
 - Carrying out Health and Safety risk assessments, as appropriate.
 - Advising the Parish Council on insurance requirements.
 - Advising the Parish Council on the future development of the playing field and pavilion.
- Membership:** The Committee shall be ten members, five of which shall be representatives from current sports and user groups elected annually at the Annual Parish Meeting by the Parish, three shall be appointed by the Parish Council at its Annual Meeting, one nominated by the Cherry Burton Scouts and one nominated by the Cherry Burton Guides organisations. All members of the Committee shall be resident within the Parish. Any casual vacancies among the elected or Parish Council appointed members may be filled by the Parish Council at any meeting of that Council. The Cherry Burton Scouts and Guides shall have the right to fill their own casual vacancies.
- Officers:** Each year at its first meeting the Committee shall elect the following officers – Chairman, Treasurer and Secretary.
- Accounts:** The Committee shall be responsible for administering the budget allocation and shall keep a strict record of its accounts made up yearly to 31st March, and a copy of the annual accounts, properly audited, shall be presented to the Parish Council at its May meeting.
- The Committee shall conduct its financial affairs in accordance with the legislation that governs Parish Council procedures.
 - The Committee may seek additional money for specific projects by applying for grants and by fundraising. Decisions about how money raised in this way is spent shall be made by the Committee.
- Meetings:** The Committee shall meet no less than four times per year and at no more than three-monthly intervals. 7 Days written notice of meetings shall be given to each Committee member. Minutes shall be kept of all meetings and a copy sent to the Parish Council. The quorum for a Committee meeting shall be four. The Committee's Annual General Meeting shall be held within a month of the Annual Parish Meeting. A Committee meeting must be convened within 14 days on the written request to the Chairman signed by two Committee members.
- Income:** Funds will be provided from the following sources:

- Fees paid by organised clubs or groups for the use of facilities, by such fund-raising activities as the Committee may determine, and such grants as may be available.
- Grant from the Parish Council paid in two half-yearly instalments.

Rules: The Committee will be responsible for formulating its own rules of procedure, but it must adopt the following rule:

"The Sportsfield is for the use of residents of the Parish of Cherry Burton and visiting teams. The Cherry Burton sports clubs should consist, as far as possible, of residents of the Parish of Cherry Burton, and other regular members of these teams must be authorised by the Sportsfield Management Committee in consultation with these clubs."

This Constitution shall not come into force until formally adopted by a resolution of Cherry Burton Parish Council. Notice of intention to adopt the Constitution or notice of any proposal to amend the Constitution (including the dissolution of the Committee by the Parish Council) shall be posted on the Parish Council noticeboard at least 14 days prior to the meeting at which the adoption or proposal is to be discussed.

This is the Constitution of the Sportsfield Management Committee as amended by resolution of Cherry Burton Parish Council on

which repeals all previous Constitutions of this Committee.

Chairman of the Cherry Burton Parish Council:

RICHARD POWLEY

Signed:

