

Out East Fencing Club Constitution

Out East Fencing Club Ltd

Company Limited by Guarantee

Effective date: 12 August 2026

1. Purpose of this Constitution

This Constitution sets out the purpose, principles and main arrangements under which Out East Fencing Club Ltd ("Out East", "the Club", "we", "us" or "our") operates.

The Club is a private company limited by guarantee and is intended to operate as a Community Amateur Sports Club (CASC).

This Constitution should be read alongside the Club's Articles of Association. The Articles contain the Club's legally binding constitutional rules as a company. If there is any conflict between this Constitution and the Articles, the Articles of Association take precedence.

The Club may adopt additional policies and procedures to explain how these principles are implemented in practice.

2. Name

The Club's name is **Out East Fencing Club Ltd**.

The Club may use **Out East Fencing Club** or **Out East Fencing** as its public-facing name.

3. Purpose and Objectives

The Club exists to provide facilities for and promote participation in the amateur sport of fencing within the community it serves.

The Club aims to:

- provide accessible opportunities for people to learn and participate in fencing;
- encourage people of different ages and abilities to take part in the sport;
- provide coaching, training, recreational fencing and opportunities for competition;
- support the development of fencers from beginner level onwards;

- promote safe, responsible and enjoyable participation in fencing;
- contribute to the development of fencing within the wider community; and
- operate as a sustainable, community-focused amateur sports club.

The Club may undertake other lawful activities where they support or contribute to these objectives.

4. Community and Inclusion

Out East is intended to be an open, welcoming and inclusive fencing club.

Out East is intentionally queer-friendly and seeks to be welcoming to people and communities that have historically been under-represented in fencing. The Club aims to create an environment in which people can participate without having to hide or defend aspects of their identity, and where everyone is treated with dignity and respect.

The Club will seek to ensure that people are not excluded from fencing on the basis of characteristics such as sex, age, disability, ethnicity, nationality, sexual orientation, gender identity, religion or belief.

Membership and participation will be open to people interested in fencing without unlawful discrimination.

The Club will make reasonable efforts to identify and remove barriers to participation and, where appropriate, make reasonable adjustments for disabled participants.

The Club will also seek to keep membership and participation costs at levels that do not create a significant obstacle to participation. Where appropriate, the Club may provide reduced fees, discounts, bursaries or other assistance.

These commitments do not prevent the Club from making reasonable distinctions where they are necessary to comply with the requirements of fencing, safeguarding, safety, competition rules or applicable law.

5. Membership

Membership is open to people who are interested in fencing and who meet the requirements of the relevant membership category.

The Club may have different categories of membership, with different rights, benefits and subscription levels.

Membership is subject to the Club's Articles of Association, Membership Terms & Conditions and applicable Club policies.

Members are expected to:

- treat other members, coaches, volunteers, visitors and venue staff with respect;
- comply with the Club's Code of Conduct and other applicable policies;
- follow reasonable safety instructions;
- use Club equipment and facilities responsibly;
- pay applicable membership or participation fees; and
- contribute to a safe, welcoming and inclusive Club environment.

Membership is personal and cannot normally be transferred to another person.

6. Youth Participation

The Club may provide fencing activities for children and young people.

Youth participation will be supported by appropriate safeguarding arrangements, including the Club's Safeguarding & Child Protection Policy and related procedures.

Parents and guardians may be required to provide information, permissions or consents appropriate to the activities in which a young person participates.

The Club will seek to ensure that children and young people can participate in fencing in a safe, supportive and age-appropriate environment.

7. Conduct and Welfare

All Members, Directors, officers, coaches, volunteers and other people participating in Club activities are expected to contribute to a respectful and safe environment.

The Club will maintain policies covering matters including:

- safeguarding and child protection;
- welfare;
- equality and inclusion;
- health and safety;
- conduct and behaviour;
- complaints; and
- disciplinary matters.

Concerns about safeguarding or welfare will be dealt with in accordance with the Club's safeguarding and welfare arrangements.

The Club may restrict or suspend participation, or take other appropriate action, where necessary to protect the safety or welfare of participants or to address serious misconduct.

8. Management of the Club

The Club is managed by its Board of Directors in accordance with the Articles of Association and applicable law.

The Directors are responsible for the overall management and direction of the Club, including its finances, activities, policies and compliance with its legal and constitutional obligations.

The Board may appoint or designate officers to support the management of the Club. These may include:

- Chair;
- Treasurer;
- Secretary;
- Welfare Officer; and
- Equality Officer.

An officer role does not automatically make the holder a Director of the company.

The Board may delegate responsibilities to officers, coaches, volunteers, committees or other people where appropriate, while retaining overall responsibility for the Club's governance.

9. Members and General Meetings

Members have an opportunity to participate in the governance of the Club through general meetings.

The Club will hold an Annual General Meeting each calendar year.

The AGM will provide an opportunity for Members to:

- receive reports on the Club's activities;
- receive the annual accounts;
- appoint or reappoint Directors where appropriate;
- consider resolutions; and
- raise matters relating to the Club.

Members aged 18 or over will have one vote at general meetings, subject to the Articles of Association.

The Club may give other categories of Members appropriate opportunities to participate in the Club's governance, subject to the Articles and applicable law.

General meetings may be held in person, electronically or in a hybrid format.

The detailed rules governing general meetings and voting are contained in the Articles of Association.

10. Finances

The Club operates on a non-profit basis.

Any surplus generated by the Club will be retained and used to further the Club's purposes rather than distributed to Members.

Club funds may be used for legitimate purposes connected with operating and developing the Club, including:

- coaching and instruction;
- equipment;
- venue hire;
- insurance;
- staff and contractor costs;
- competition and development activities;
- administration;
- accessibility and participation support; and
- other activities that further the Club's objectives.

The Club may make reasonable payments for services, expenses, rent, interest or other purposes where permitted by law and consistent with its non-profit and amateur basis.

The Club will maintain appropriate financial records and prepare annual accounts in accordance with applicable legal requirements.

11. Conflicts of Interest

People involved in managing the Club must act in the best interests of the Club.

Directors and others with responsibilities for the Club must declare relevant actual or potential conflicts of interest and must not use their position improperly for personal benefit.

Conflicts involving Directors will be dealt with in accordance with the Companies Act 2006, the Articles of Association and the Club's conflicts-of-interest procedures.

The Club will maintain appropriate records of Directors' interests and relevant decisions.

12. Safety and Risk Management

The Club is committed to providing fencing in a safe and responsible manner.

The Club will maintain appropriate arrangements for:

- health and safety;
- risk assessment;
- equipment safety and maintenance;
- accident and incident reporting;
- first aid and emergencies; and
- safe participation in training and competition.

Members and participants must follow reasonable safety instructions given by coaches, officers, venue staff or other authorised representatives of the Club.

13. British Fencing and Sporting Standards

The Club recognises the role of the sport's governing body and will seek to operate consistently with applicable requirements, rules and good practice relating to fencing.

Where appropriate, the Club may adopt or refer to British Fencing policies, guidance, competition rules and safeguarding arrangements.

Club policies may provide additional requirements where necessary to reflect the Club's circumstances and responsibilities.

14. Records and Accountability

The Club will maintain appropriate records relating to its governance, finances, membership and activities.

The Board will review the Club's policies and arrangements periodically and make changes where necessary.

The Club will seek to operate transparently and responsibly, while respecting the confidentiality and privacy of individuals.

15. Changes to the Constitution

The Board may propose changes to this Constitution where necessary or desirable.

Material changes to the Constitution should normally be approved by the Members at a general meeting.

Any change must remain consistent with the Articles of Association, the Companies Act 2006 and the requirements applicable to the Club's CASC status.

Where a change to this Constitution would conflict with the Articles, the Articles will take precedence and the Articles must be amended where necessary through the appropriate legal process.

16. Dissolution

If the Club is dissolved, its remaining assets will not be distributed among its Members or Directors.

Subject to the Club's legal obligations, remaining assets will be transferred to another registered Community Amateur Sports Club, registered charity or the sport's governing body for use in related community sports, in accordance with the Articles of Association and applicable law.

17. Review

This Constitution will be reviewed periodically by the Board to ensure that it remains appropriate for the Club and consistent with its legal and regulatory obligations.

The Constitution may also be reviewed following significant changes to the Club's structure, activities, legal obligations or CASC requirements.

Approved by the Board:



Date: 13/08/2026

Version: 1.0