



**SEAGULLS
DSA**

Seagulls-DSA Rules

DSA Constitution

Document History

Date	Comment	Author
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SEAGULLS-DSA Constitution

May 2025 – V3

This Constitution and has been approved by the DSA Steering Committee. This document will remain in place until a formal approval has been gained at an AGM.

Association Name

The name of the Association is Seagulls-Disabled Supporters' Association (from now on referred to as Seagulls-DSA)

Aims and Objectives

Seagulls-DSA will work in partnership with Brighton and Hove Albion Football Club (from now on referred to as The Albion) to identify and address the issues affecting disabled supporters and their personal assistants relating to stadium access, ticketing, pitch view, parking, facilities, and other matters relating to disabled supporters. Seagulls-DSA will endeavour to:

- Enable its members to share a common interest in both the men's and women's teams of The Albion.
- To enhance the match day experience of all supporters with disabilities and their carers at both The Amex, the home ground of the women's team and away grounds.
- To represent all disabled supporters of The Albion in their dealing with both the club and away clubs.
- To recommend measures to improve the match day experience for all disabled supporters and their carers at both home and away games.
- To encourage disabled supporters and carers to travel to away games by providing information and support where available.
- To establish links with other Associations for the benefit of all disabled supporters and their personal assistants.

Membership

- Membership is open to any individual, whatever age, who feels they may be able to contribute to the objectives of Seagulls-DSA and support disabled people.
- Applications for membership will be considered by the Seagulls-DSA Steering Committee (now referred to as the Seagulls-DSA Committee). The Seagulls-DSA Committee has the right to refuse an application if the applicant does not agree to abide by the principles and rules of the Seagulls-DSA or is deemed not to be suitable as far as the interests of the Seagulls-DSA are concerned.
- Members contact information will be held by the Membership Secretary for administration purposes only and will not be made available to non-members unless the member agrees.
- A Seagulls-DSA member may be subject to disciplinary action or have their membership terminated if it is deemed that they have brought Seagulls-DSA into disrepute or that their continued membership is not in the interests of Seagulls-DSA. Disciplinary action and any termination of membership will be dealt with by the Seagulls-DSA Committee and the member concerned will have the right to appeal the decision.
- The annual membership will be free until the end of 2026. Thereafter a fee may be introduced by the Seagulls-DSA Committee. It is the intention of the Committee to keep the fee to a nominal amount.
- Any member under the age of 16 will not have a right to vote at the AGM.
- An ordinary member may be elected to Life Member at the discretion of the Committee and on election, have the rights of an Ordinary Member.

Committee

- The Seagulls-DSA Committee will comprise of at least four key positions which are the Chairperson, Secretary, Treasurer, Membership Secretary. Also, one of Seagulls-DSA Committee will represent Seagulls-DSA on the Brighton Fans

Advisory Board. The Seagulls-DSA Committee can also invite other members to join the Seagulls-DSA Committee.

- A Vice Chairperson will be elected from within the Seagulls-DSA Committee.
- In addition, the Seagulls-DSA Committee will invite a member of staff from The Albion to represent the views of The Albion when required. This will normally be the Disability Liaison Officer.
- All Committee positions are honorary. Members of the Committee are not to receive any payment, benefits or preferential treatment above non-committee members.
- The Seagulls-DSA Committee will represent the Seagulls-DSA in all matters and make decisions on its behalf including appointing sub-committees.
- All Committee positions will have a term of office for at least two years and must submit themselves for re-election after the two years. The exceptions are the Chairperson and the Membership Secretary who will serve a minimum of three years.
- Annual elections are to take place to appoint a member to the committee positions that are up for re-election each year at the Seagulls-DSA AGM.
- The Seagulls-DSA Committee will have the authority to co-opt replacements onto the Seagulls-DSA Committee if needs arise before the next AGM. This will be by a majority vote of the Seagulls-DSA Committee and such co-opted members will have the same voting rights as those elected at the AGM.
- There will be a requirement for co-opted Members to have their positions confirmed at the next AGM.
- Candidates for the Committee will be proposed and seconded by either ordinary or Committee members and elected by a majority vote with only those members present at the AGM being eligible to vote. Should there be a split vote, the Chairperson will hold an additional casting vote.
- In the event that less than five members are available to serve on the Seagulls-DSA Committee, then committee members may hold more than one post with the exception of the Chairperson. However, they will continue to have only one vote.

- Providing that the necessary consent is obtained, the Membership Secretary will be responsible for providing The Albion with the names and contact details of all the Seagulls-DSA members. Seagulls-DSA will not pass members' personal data to The Albion unless it has their permission to do so.

Sub-Committees

- The Seagulls-DSA Committee may appoint Sub-Committees from members of the Seagulls-DSA to deal with specific issues. These Sub-Committees will be directly accountable to the Seagulls-DSA Committee.
- At least one member of the Seagulls-DSA Committee will sit on an appointed Sub-Committee.
- Any decision made by a Sub-Committee shall be subject to approval by the Seagulls-DSA Committee.

Meetings

- The AGM of the Seagulls-DSA will be held annually at an agreed time and date at the end of the football season (July/August) which will be set by the Seagulls-DSA Committee to which all members will be invited.
- The Secretary will set the agenda in conjunction with the Chairperson which will be distributed to 30 days in advance along with a copy of the previous year's accounts and minutes of the last AGM.
- At the Seagulls-DSA AGM, the Chairperson will ask the members to approve the previous year's minutes. The Chairperson will also present an annual report.
- Seagulls-DSA must give at least 30 days' advance notice of when the AGM will be held to both members and The Albion.
- The Seagulls-DSA Committee will hold a minimum of three meetings annually.
- A quorum for Committee meetings of Seagulls-DSA will be at least three elected committee members. A meeting must include at least one key person (Chairperson, Vice Chair, Secretary and/or Treasurer). A minimum of three Committee members must be present at AGMs and Extraordinary General Meetings.

- An EGM may be called at any time. However, this must be in writing to the Secretary and signed by at least four Seagulls-DSA members, stating the nature of the business to be discussed.
- By 31st October each year Seagulls-DSA must make available a copy of the minutes of the Seagulls-DSA AGM held in the same year.
- Minutes of meetings will be available to any member and will be available to download from the Seagulls-DSA website.

Finance

- The Seagulls-DSA Treasurer will be responsible for the management of the Seagulls-DSA funds.
- All funds will be paid into an account operated by the Seagulls-DSA Committee and the account name will be Seagulls-DSA.
- Seagulls-DSA is a non-profit organisation, and is willing to accept donations from groups or individuals.
- Two signatories, the Treasurer and one other Committee member, will be required to make any transactions.
- The Treasurer will give financial reports at the Seagulls-DSA Committee Meetings highlighting and accounting for all transactions.
- Charitable donations will be made to an organisation(s) chosen by the Seagulls-DSA Committee once the bank balance is in excess of the amount required to sustain its expenditure for two years.

Website

- Seagulls-DSA will not allow any company or individual to advertise on the Seagulls-DSA website, other than in recognition of sponsoring Seagulls-DSA.
- Seagulls-DSA is permitted to operate a profile on social media platforms using the Seagulls-DSA logo and Seagulls-DSA name. However, Seagulls-DSA must ensure that all social media activity conforms with the 'Guidelines for Official Brighton Supporters' Clubs'.

Record Keeping

- The Treasurer will retain all correspondence for a minimum of five years for both financial and non-financial records.
- Any records kept on a computer must be backed up externally or via a web service.
- The Secretary shall ensure that minutes are kept of every meeting which will be available and distributed within two weeks of a meeting to all Seagulls-DSA Committee Members by email.
- All agendas and minutes will be posted on the Seagulls-DSA website once they have been approved by the Seagulls-DSA Committee Members.

Alteration to the Constitution

- The Constitution can only be altered by majority vote of the members at either an Annual General Meeting (AGM) or an Extraordinary General Meeting (EGM). Any alteration will require the approval of a two thirds majority of members present before being implemented.
- A proposal to alter the constitution must be seconded and sent in writing to the Secretary of Seagulls-DSA not less than 28 days prior to the AGM or EGM.
- The wording of any proposed alteration to the Constitution shall be distributed to all members no less than seven days in advance of a meeting.

Dissolution of Seagulls-DSA

- If the Seagulls-DSA Committee at any time decides on the grounds of expense or otherwise that it is necessary to dissolve Seagulls-DSA, it shall call either an EGM of all members or conduct a Ballot electronically giving no less than 28 days' notice.
- A two thirds majority of those voting members present is required provided there is a quorum of no less than 10 members to make such a decision. If there are less than 10 members then the decision to dissolve Seagulls-DSA will rest with the Committee.

- In the event of the dissolution of Seagulls-DSA, any property and/or funds will be donated to the Brighton and Hove Albion Foundation (Charity Number 1110978).

Seagulls-DSA is independent of Brighton and Hove Albion Football Club PLC (Company no: 00081077) and its associated and group companies, and has no authority to bind, contract or negotiate on its behalf.