

BEARBROOK RUNNING CLUB

CONSTITUTION

1. Club Title

- a) The club shall be known as **Bearbrook Running Club** (hereinafter to be referred to as ‘the Club’)

2. Objectives

The objectives of the Club shall be;

- a) To encourage the practice, promotion, development and participation of amateur athletics inclusive of Triathlons in Aylesbury and the wider community.
- b) To provide training and coaching for members
- c) To organise open, club and club handicap running races.
- d) To organise teams to represent the Club in championships and leagues and in such other competitions that the Committee shall decide.
- e) The Club shall cater for the following athletics disciplines: Road Running, Track Running, Cross-Country Running, Fell Running and Trail Running plus Swimming and Cycling in so far as they support triathlons.
- f) The Club shall seek to be affiliated to national and regional amateur athletic bodies as the Committee consider appropriate in order to carry out the objectives of the Club.

3. Membership

- a) Membership of the Club shall be open to persons who are amateurs as defined by UK athletics governing bodies at that time, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- b) Each membership application must be made on an official Club application form, downloadable from the Club website. The appropriate subscription must accompany the application for membership.
- c) Honorary life membership of the Club may be conferred upon any member by a majority vote of those present at an Annual General Meeting (AGM) in recognition of someone who has performed an outstanding service, or who has made an outstanding contribution to the Club.
- d) The Club members may appoint a Patron or President at an AGM.

- e) Any member wishing to resign from the Club must do so in writing or by e-mail to the Secretary before the 1st January, failing which, they may be liable for the ensuing year's subscription.
- f) Resignation shall be considered by the Committee within one calendar month of receipt and will be held from the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club. i.e. has not paid their subscription for the current year and acceptance of the resignation will be withheld until the debt has been discharged.
- g) The Committee shall have the power to suspend or exclude any member for contravention of this Constitution, documented rules or published codes of conduct that may exist at that time. In exercising these powers the Committee shall adhere to the Club's disciplinary procedures. Appeal against refusal or removal may be made by the member as set out in the aforesaid procedures.

4. Subscriptions

- a) Annual subscriptions shall become due for payment on the 1st January each year, with the amounts determined by the AGM.
- b) The Club will keep subscriptions at the levels that will not pose a significant obstacle to people participating.
- c) Members under 16 years of age shall pay half rate subscriptions.
- d) Members joining after the 15th November shall be deemed to have paid their subscription for the following year.
- e) Any member failing to make payment by the 31st March shall cease to be entitled to the rights and privileges of membership and may be expelled provided that notice has been sent at least twice to the member's last known e-mail address informing him/her of the proposed action.

5. Management

- a) The management of the Club shall be vested in a Committee that shall consist of the Chairman, Treasurer, Secretary and up to a maximum of twelve other members. All committee members shall be elected at the AGM and remain in office until the conclusion of the AGM of the following year.
- b) Seven elected Committee members are required for a quorum for a Committee meeting to take place providing additionally that the Chairman or Secretary is also present.
- c) The Committee shall have the power to fill vacancies if they arise and to co-opt members for particular projects but co-opted members shall not have a Committee vote.
- d) The Committee shall also have the power to establish any sub Committee deemed appropriate to assist in meeting the objectives of the Club and to delegate to these sub Committees such duties as may be considered appropriate.

- e) **The Committee shall have the power to appoint individuals to perform specific duties on behalf of the Committee and to delegate to those individuals such duties as they consider appropriate.**
- f) **The Committee shall establish and manage Club Rules and Codes of Conduct which should always be conducive to the objectives of the Club and must not conflict with the Club Constitution.**
- g) **The Committee will be responsible for the timely and effective communication to the members of all decisions made at Committee Meetings that will have direct impact upon the members or could be considered to be of significant importance to the running of the Club.**

6. Annual General Meeting

- a) **The AGM shall be held in the month of November or December as dictated by the practical circumstances at that time.**
- b) **At the AGM the meeting will;**
 - **Receive the annual report of the Chairman**
 - **Receive the audited financial statements, including an income and expenditure report for the previous year ending and the Treasurer's report.**
 - **Elect the Committee for the ensuing year.**
 - **Elect the Auditor for the ensuing year.**
 - **Consider any amendment to the constitution of which due notice has been given to all members. Any proposed change to the constitution must be received by the Secretary at least 14 days preceding the meeting in order that all members shall have sufficient notice of the proposal.**
 - **Transact any other notified business.**
- c) **At least 14 days notice shall be given to all members by the Secretary of the date, venue and agenda items for the AGM.**
- d) **All fully paid up registered members of the Club at the meeting, who are aged 18 years or more, shall have one vote. In the case of an equality of votes the Chairman will have a second, casting, vote. Voting shall be by a show of hands except where the Chairman decides voting shall be by ballot.**

7. Extra-Ordinary General Meeting

- a) **An EGM may be called by the Committee to discuss changes to the Constitution, Club Rules, and Codes of Conduct, or any other Club business too urgent to wait for the AGM.**
- b) **An EGM must be called if 25% of the voting members so petition the Secretary in writing or by e-mail.**
- c) **Three weeks notice of an EGM must be given to all members by e-mail, or in writing together with the motion (s) to be discussed. No other business shall be conducted.**

d) Procedures for voting shall be as used for the AGM.

8. Finance

a) The financial year for the Club shall end on the 31st October.

b) All funds belonging to the Club shall be deposited with a bank or building society in accounts that shall carry the Club title. All accounts shall operate on two signatories, one of whom will be the Treasurer and the other an authorised signatory as decided by the Committee.

c) Expenditure above agreed budget levels may only be authorised at a Committee meeting.

9. Property and Funds

a) The property and funds of the Club cannot be used for the direct or indirect private benefit of members.

b) All surplus income or profit must be reinvested in the Club, subject to item 9. c) below.

c) The Committee is empowered to make small donations to registered charities from any surplus funds or profits.

d) The Club may also in connection with the sports purposes of the Club;

- Sell and supply food, drink and related sports clothing and equipment.**
- Employ members and remunerate them for providing goods and/or services, on fair terms set by the Committee providing the member(s) are not present when the terms are set.**
- Pay for reasonable hospitality for visiting guests.**
- Indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club but only to the extent of the assets of the Club.**

10. Club Colours

a) The official Club colours shall be dark blue and light blue for running and red for triathlons.

b) Club colours should be worn by all first claim members when representing the Club at competitive meetings.

11. Data Protection Act

- a) **Personal membership details will be stored on computer by the Membership Secretary in accordance with the requirements of the Data Protection Act.**
- b) **Members objecting to the storage of personal data on computer should make their objection in writing or by e-mail to the Club Secretary.**

12. Dissolution

- a) **The members may vote to dissolve the Club if three quarters of those present at a properly convened General Meeting vote to support the resolution.**
- b) **The Committee shall be responsible for the timely and orderly winding up of the Clubs affairs.**
- c) **After settling all Club liabilities, the Committee shall dispose of the net assets remaining by equal distribution to the members.**

13. Amendments to the Constitution

- a) **The Constitution can only be altered or amended by a resolution passed by two-thirds of those present and voting at an AGM, or an EGM that has been specifically called for that purpose.**
- b) **The Committee shall be empowered to rule on any dispute regarding the interpretation of the Constitution and such judgements shall be formulated at the first available AGM.**

14. Revision History

- a) **This Constitution was formally adopted at the AGM held on 27th November, 2012 and replaces all previous editions.**

Revision B 18/11/14.