

VALE ROYAL ATHLETIC CLUB

CLUB CONSTITUTION

1. Title

- 1.1. The name of the Club shall be Vale Royal Athletic Club (hereafter called "the Club")

2. Aims and Objectives

- 2.1. To provide facilities for, and promote participation of the whole community in the sport of athletics.
- 2.2. To provide a safe, friendly and stimulating environment in which to practise a variety of athletic disciplines.
- 2.3. To encourage teamwork, loyalty and commitment to the Club through the democratic representation of all its members.
- 2.4. To foster good standards of conduct, discipline and to encourage members to behave in a way that enhances the reputation of the Club.
- 2.5. To assist members where possible to fulfil their personal aspirations by appropriate conditioning and to develop skills in order to optimise performance in line with the member's capabilities.
- 2.6. To improve the general standing of the Club and to progress to the highest level of competition so far as may be compatible with the abilities of its members.

3. Membership

- 3.1. Membership of the Club shall be open to all persons who are amateurs as defined by UK Athletics, irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex or disability except as a necessary consequence of the requirements of athletics as a particular sport.
- 3.2. Each applicant for membership must complete an application form and submit it to the Management Committee who will consider the application at the next Management Committee Meeting.
- 3.3. Membership fees and fee structure are agreed annually at the AGM.
- 3.4. A reduced fee is payable by qualified and practising Athletic Coaches and Athletic Officials of the Club.
- 3.5. The Management Committee may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to an independent appeal panel (no member of which will have been involved in making the initial decision) and decided by a majority vote.
- 3.6. All eligible members of the Club will be associated to England Athletics.

3.7. Waiting Lists:

- 3.7.i. The Management Committee has the discretion to put in place waiting lists to manage the coach / athlete ratio where necessary.
- 3.7.ii. Any section subject to waiting lists should be reviewed regularly and monitored at Management Committee Meetings.

3.8. Resignations:

- 3.8.i. Any member wishing to resign must do so in writing addressed to the Chair or Honorary Secretary.
- 3.8.ii. The resignation shall be considered by the Management Committee within one calendar month of receipt and will be held as effective on the date of tendering.
- 3.8.iii. Members, who have not paid their subscriptions within 10 weeks of the due date for the payment of the athlete registrations to England Athletics, will be deemed to have resigned from the Club. England Athletics will then be informed.
- 3.8.iv. Resignations will not be accepted if the member is financially indebted to the Club. Acceptance will be withheld until the debt has been discharged.

3.9. Second Claim:

- 3.9.i. Any individual athlete who wishes to become a second claim member must be proposed by a coach and approved by the Management Committee.
- 3.9.ii. Attendance at training sessions must not commence until approval has been given and full membership fees paid.

4. Management Committee

- 4.1. At the AGM (mentioned later) the members shall elect a Chair, Secretary and Treasurer from the membership, who are the Honorary Officers and constitute the Executive Committee.
- 4.2. The Executive Committee together with the elected Athletics Coaches' Representative, Press and Publicity

Officer, Wellbeing Officer and other elected representatives (to total no more than 11) shall be the Management Committee (hereafter called "the Committee"). members

- 4.3. A Vice Chairman may be appointed from the elected Committee
- 4.4. The Committee shall hold office until the conclusion of the next AGM but shall be eligible for re-election. The Honorary Officers may hold office for 4 consecutive years in the same post but may be re-elected should the vacancy not be filled.
- 4.5. The Committee shall have the power to fill vacancies if and when they arise.
- 4.6. The Committee shall ensure that appropriate insurance is in place.
- 4.7. The Committee shall have the power to co-opt members for particular projects but co-opted members shall not have a Committee vote.
- 4.8. The Committee shall decide which athletic organisations the Club shall be affiliated to in order to fulfil the Club's Aims and Objectives.
- 4.9. A member of the Committee shall cease to hold office if:
 - He/she resigns his/her office by notice in writing or
 - Three-quarters of the other members of the Committee pass a resolution that such Committee Member shall be removed from office provided that this Member faced with removal shall have the right to be heard by the other Committee Members before a vote is taken.

5. Annual General Meeting (AGM)

- 5.1. The Annual General Meeting shall be held within one month of the end of the Club's financial year (30th September). for the purpose of:
 - Receiving the annual report of the Committee
 - Receiving the Statement of Accounts and Balance Sheet
 - Electing the Officers and Committee for the following year and when necessary the Honorary President(a post held in perpetuity)
 - Considering any changes to the Constitution and Rules of the Club of which due notice has been given to all members
 - Agree membership fees and fee structure as per 3.3
- 5.2. Any proposed changes to the Constitution by a member must be received by the Honorary Secretary at least 21 days prior to the AGM in order that all members shall have sufficient notice of the proposal.
- 5.3. Any other items for the AGM Agenda must be received by the Honorary Secretary at least 21 days prior to the AGM.
- 5.4. At least 30 days notice of the date and venue for the AGM shall be given to members.
- 5.5. Each fully paid up member present at the meeting shall have one vote.
- 5.6. No Constitution Rule may be altered, added to or deleted except at an AGM, or at an Extraordinary General Meeting called for that purpose, then only by a two-thirds majority of those present and voting.
- 5.7. Any proposal relating to financial matters must have at least a majority of two-thirds of voting members present before it can be accepted.
- 5.8. Other proposals need a simple majority of those voting members present to be accepted.
- 5.9. Only agenda items shall be discussed at the AGM.
- 5.10. Minutes of the Annual General Meeting shall be recorded.

6. Extraordinary General Meeting

- 6.1. The Honorary Secretary or Chair shall call an Extraordinary General Meeting within one month of the receipt of a requisition signed by at least 10 members stating the purpose of the meeting. At least 14 days notice shall be given to all fully paid up members of the date, venue and purpose of the Extraordinary General Meeting. No other business shall be conducted at such a meeting.

7. Management of the Club

- 7.1. Management Committee Meetings
 - Will be held at least every 2 months or more often if deemed necessary
 - Minutes will be recorded
 - Will receive minutes from any sub-Committee or project

- Are open for all Club Members to observe and contribute to the discussions

8. Club Athletics Coaches and Athletics Officials

- 8.1. All Athletics Coaches and Athletics Officials shall be qualified and/or working towards qualifications in accordance with UK Athletics' Rules.
- 8.2. Meetings for Athletic Coaches will be held regularly to promote the Aims and Objectives of the Club.
- 8.3. Minutes of the Athletic Coaches' Meetings will be recorded and submitted to the Committee.
- 8.4. Athletics Coaches and Athletics Officials shall be encouraged to access courses on a regular basis.

9. Finances

- 9.1. The Club Financial Year begins on 1st October.
- 9.2. All surplus income or profits are re-invested in the Club. No surpluses or assets will be distributed to members or third parties.
- 9.3. Upon dissolution of the Club any remaining assets shall be given to another registered CASC, a registered charity or the sport's governing body for use by them for related community sports.

10. Disciplinary Procedure

- 10.1. The disciplinary procedure as defined by UK Athletics shall be invoked in respect of any member who
 - is in breach of any part of this Constitution or
 - who brings the sport into disrepute

11. Child Protection Protocol

- 11.1. This Club adopts the Child Protection Protocol as laid out in UK Athletics Welfare Policy and Procedures

Adopted by the members at the General Meeting held on 10/10/2016