

Constitution of Stratford Cycling Club

1 The club will be called: Stratford Cycling Club

2 The Purposes of the Club

The purposes of the Club are to promote the amateur sport of Cycling in Stratford-Upon-Avon and community participation in the same area.

3 Permitted means of advancing the purposes

The Committee has the power to:

- a. Acquire and provide equipment, coaching, transport, training, playing and related social and other facilities.
- b. Take out any insurance for Club, employees, contractors, players, guests and third parties
- c. Raise funds by appeals, subscriptions, loans and charges
- d. Set aside or apply funds for special purposes or as reserves
- e. Deposit or invest funds in any lawful manner
- f. Co-operate with or affiliate to firstly any bodies regulating or organising the Sport and secondly any club or body involved with it and thirdly with government and related agencies
- g. Do all other things reasonably necessary to advance the purposes.

NONE of the above powers may be used other than to advance the purposes consistently with the Rules below and the general law.

4 Membership

- a. Membership of the Club shall be open to anyone interested in the sport on application 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. The Club may have different classes of membership as defined in the Club rules and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c. The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to an appointed panel consisting of club members.
- d. If any member of the Club shall conduct him/herself in a manner detrimental to the interests of the Club, or to the other Club members, the Committee may order his/her suspension from the benefits of the Club, pending appeal. The case shall be submitted to a panel appointed by the General Meeting, the panel should consist of 3 people.

5 All General Meetings

- a. All members may attend all general meetings of the Club in person.
- b. Such meetings will be held as defined in the Club rules.
- c. The quorum for all general meetings is 20% of all full members.
- d. The Chair or (in his or her absence) another member chosen at the meeting shall preside.
- e. Except as otherwise provided in these Rules, every resolution shall be decided by a simple majority of the votes cast on a show of hands.
- f. Formalities in connection with General Meetings (such as how to put down resolutions) shall be decided by the Committee and publicised to Club members.

6 Annual General Meetings (AGM)

The Club will hold an AGM once in every calendar year and not more than 15 months after the last AGM. At every AGM:

- a. The members will elect a Committee including a Chair, Treasurer and Secretary to serve until the next AGM;
- b. The Treasurer will produce accounts of the Club for the latest financial year audited as the Committee shall decide;
- c. The Committee will present a report on the Club's activities since the previous AGM;
- d. The members will appoint a suitable person to audit the accounts;

- e. Notice convening the meeting, together with details of the Club's income, expenditure and financial position, shall be circulated to all members at least seven days prior to the Annual General Meeting. Such general business only to be discussed at the AGM that has been notified to the Secretary for inclusion on the Agenda, which is to be circulated with the notice of the meeting; and
- f. The quorum for an AGM shall be one third of the full members. If the quorum is not achieved at the start of the meeting, then the meeting will adjourn for 30 minutes to allow for potential latecomers. After this time then the meeting will proceed, even if the quorum is not reached.

7 Special General Meetings (SGM)

- a. An SGM may be called on a signed requisition from 40% of the full members of the Club. The notice of such meetings shall stipulate the matter(s) to be discussed or decided.
- b. An SGM shall be called by the Secretary within 21 days of receipt of a signed requisition. Such an SGM shall be held on not less than 21 or more than 28 days notice at a place decided upon by the Committee or in default by the Chair.
- c. The quorum for an SGM shall be 40% of the full members.

8 Officers of the Club

Officers of the club shall consist of the club committee elected at the AGM, plus non committee members.

Non committee members will be

- Press Officer
- Website Manager

9. Club Committee

A Role

Subject to this Constitution and the Club Rules the Committee shall have responsibility for the management of the Club, its funds, property and affairs.

B Property etc

- i. The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules.
- ii. The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, event expenses, post event refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- iii. The Club may also in connection with the sport's purposes of the Club:
 - a. Sell and supply food, drink and related sports clothing and equipment;
 - b. Employ members (though not for riding) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - c. Pay for reasonable hospitality for visiting teams and guests;
 - d. 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 its assets).
 - e. The Committee will have due regard to the law on disability discrimination and child protection as set out by British Cycling in its Go-Ride Clubmark Accreditation Pack

C Composition etc

- i. The Committee shall consist of at least seven and not more than twelve members (including Officers), this must include a Chair, Treasurer and Secretary.
- ii. The Committee of the Club shall be:
 - Chairman
 - Secretary
 - Treasurer
 - Membership Secretary
 - Racing Secretary
 - Open Events Secretary

- Time Trial Secretary
 - Club Welfare Officer
 - Youth Development Officer
 - Coaching Director (co-opted)
 - (up to) Two full members (co-opted)
- iii. The Committee members may co-opt club members (up to the maximum permitted number) to serve until the end of the next AGM.
- iv. Any Committee member may be re-elected or re-co-opted without limit.
- v. A Committee member ceases to be such if he or she ceases to be a member of the Club, resigns by written notice, or is removed by the Committee for good cause after the member concerned has been given the chance of putting his/her case to the Committee with an appeal to the Club members, or is removed by Club members at a general meeting. The Committee shall fairly decide time limits and formalities for these steps.
- vi. A member may hold more than one position on the committee but shall only have one vote. Only full members may be elected on to the committee.

D Committee meetings

- i. Whenever a Committee member has a personal interest in a matter to be discussed, he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote and have no vote on the matter concerned.
- ii. The Committee may decide its own way of operating. Unless it otherwise resolves the following rules apply
- iii. At least 6 members must be present for the meeting to be valid;
- iv. Committee meetings shall be held face to face;
- v. The Chair, or whoever else those present choose shall chair meetings;
- vi. Decisions shall be by simple majority of those voting;
- vii. A resolution in writing signed by every Committee member shall be valid without a meeting;
- viii. The Chair of the meeting shall not have a casting vote.

E Delegation etc

The Committee may delegate any of their functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the Club; its membership; its duty to report back to the Committee. The Committee may wind up any sub-committee at any time or to change its mandate and operating terms.

F Disclosure

Annual Club reports and statements of account must be made available for inspection by any member and all Club records may be inspected by any Committee member.

10. Amendments

- a. No alteration or addition to the Rules and Constitution shall be made except by two thirds of the full members present at an AGM or SGM meeting called for the purpose. Due written notice of the proposal to alter or amend these rules and Constitution shall be given to all members of the Club, at least 7 (seven) days prior to the meeting. Any amendments to such proposals can be made at the meeting.
- b. The Club Purposes may be changed to include another eligible sport if the Committee unanimously agree and the members also agreed the change by a 75% majority of votes cast.

11 Winding up the Club

- a. The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
- b. The Committee will then be responsible for the orderly winding up of the Club's affairs.
- c. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
- i. To another Club with similar sports purposes.
 - ii. To the Club's national governing body for use by them for related community sports.

Constitution adopted

At a meeting held at:

On:

Name:

Signed:

Witnessed by:

Signed:

Occupation:

Witness Address:

Postcode: