

**OVERSAL RUNNING CLUB CONSITUTION**

**1. Name & Affiliation**

The club will be called Overseal Running Club and will be affiliated to England Athletics.

**2. Aims and Objectives**

The aims and objectives of the club will be:

To promote and provide facilities for the amateur sport of running/Jogging within the South Derbyshire area and community participation in the same

•  To offer opportunities in road, OCR and cross-country running at all levels

•  To ensure a duty of care to all members of the club.

•  To provide all services in a way that is fair and in accordance with UKA welfare policy.

**3. Membership**

The club will ensure all present and future members receive fair and equal treatment.

Membership will consist of officers and members of the club.

Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted. Members will be enrolled in one of the following categories:

•  Adult

•  Junior: 13 – 17 years of age

The Club Committee may refuse membership, or remove it, only for good cause such as conduct of character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to the members.

**4. Membership Fees**

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.

Fees will be due annually on 1st February or part of the way through the year for new members. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

**5. Officers of the Club**

The officers of the club will be:

•  Club Chair

•  Club Vice Chair

•  Club Secretary

•  Club Treasurer

•  Club Welfare Officer

•  Club Membership Secretary

Officers will be elected annually at the Annual General Meeting. All officers will stand down each year but will be eligible for re-appointment, (see section 6. below)

**6. Management Committee**

The club will be managed through the Management Committee.

The Management Committee shall be composed of the six officers of the club (see section 5. above) The Management Committee will be elected annually at the Annual General Meeting.

All Management Committee members will stand down each year but will be eligible for re- appointment up to a maximum of four consecutive years, after which time they must stand down for at least one year.

The Management Committee meetings will be convened by the Club Secretary and held no less than four times per year.

The quorum required for business to be agreed at Management Committee meetings will be five members.

The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.

Any vacancies remaining after the AGM or occurring during the year shall be filled by election/co- option at a meeting of the members or by the Management Committee.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

**7. Property and Funds**

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 and all surplus income or profits are reinvested in the club.

The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

The Club may also in connection with the sports purposes of the Club:

•  Sell and supply food, drink and related sports clothing and equipment.

**8. Finance**

The Club Treasurer who will be responsible for the finances of the club will personally hold all club monies. The financial year of the club will end on 1st March each year.

The Club Treasurer at the Annual General Meeting will present the annual accounts.

**9. General Meetings**

The Club Secretary will give notice of the Annual General Meetings (AGM), not less than 21 clear days notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the examined accounts.

Nominations for officers and other members of the Management Committee will be sent to the Club Secretary prior to the AGM

Election of officers and Management Committee members are to take place at the AGM

All members have the right to vote at the AGM. The quorum for AGMs will be 20% of the club membership.

The Management Committee or ten members have the right to call an Extraordinary General Meeting (EGM) outside the AGM. Procedures for EGMs will be the same as for the AGM.

**10. Discipline and Appeals**

All concerns, allegations or reports of poor practice/abuse will be recorded and responded to swiftly and appropriately. All complaints regarding the behaviour of members should be presented and submitted in writing to the Club Secretary.

The Management Committee will meet to hear complaints within 14 days of a complaint being lodged and has the power to take appropriate disciplinary action including the termination of membership. The person complained about must be given an opportunity to present their views.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing.

There will be the right of appeal to the members following disciplinary action being announced. The members should consider the appeal within 14 days of the Club Secretary receiving the appeal.

**11. Dissolution**

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.

The Committee will then be responsible for the orderly winding up of the Club’s affairs.

After settling all liabilities of the Club the Committee shall dispose of the net assets remaining to one of more of the following:

To another club with similar sports purposes which is a registered charity and/or to another club with similar sports purposes which is a registered CASC and/or to the sport’s governing body for use by them for related community sports

**12. Amendments to the Constitution**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

**13. Declaration**

The Overseal Running Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Interpretation of all elements of this constitution must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002)

Signed………………………………….. Name………………………………… Date……………………………………

(Club Chair)

Signed………………………………….. Name………………………………… Date……………………………………

(Club Secretary)