

## Amalgamation of Ruddington & District AC and Bingham & East Bridgford Running Club

### 1. CLUB NAME

The Club shall be known as Rushcliffe Athletic Club.

### 2. OBJECTS

The objects of the club are the promotion of athletics participation from introduction through to performance levels for junior and adult members.

### 3. EQUALITY

The Club is committed to equality of opportunity and doesn't accept any form of discriminatory behaviour on the grounds of gender, race, religious or political beliefs, disability or sexual orientation.

### 4. SAFETY

Safety in athletics and the safe training of members is a concern that the Club is fully committed to in all of its activities.

### 5. MANAGEMENT

a) Management and direction of the club shall be the responsibility of a Management Committee and other Sub-committees/Working Groups that report to the Management Committee through one of the Management Committee members. The Management Committee will work in line with the Club Ethos, Behaviour and Conduct guidelines, and respective role descriptions for key roles.

b) There are many positions on the Club Management Committee and the core positions are captured below:

- Chair
- General Secretary
- Treasurer
- Membership Secretary
- Welfare Officer (minimum 2)
- Coaching Coordinator
- Club Development Officer
- Marketing Manager

All of the above must be bona fide Club members.

c) An Honorary Club President may also be elected at the Club Annual General Meeting (AGM) but shall not have voting rights if attending Club Management Committee meetings.

d) The Club Management Committee shall meet 4-5 times per annum, excluding the AGM.

e) The quorum for the Management Committee shall be 4 members, one of whom must be one of the Club Principal Officers (Chair, General Secretary or Treasurer).

- f) All decisions of the Management Committee that require voting shall be endorsed by a majority vote with the Chair of the meeting only using their vote as a casting vote in the event of a tie.
- g) The Management Committee shall have the power to co-opt to fill vacancies and to invite non-members to attend its meetings for specific purposes.
- h) 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 Treasurer and/or Management Committee and surplus income/profit are reinvested in the Club.

## **6. MEMBERSHIP**

- a) Members of the Club shall consist of Amateurs as defined by UK Athletics.
- b) The Membership Secretary of the club shall be empowered to accept a bona fide membership application.
- c) Annual Club subscriptions must be paid before a member can compete for the Club.
- d) Subject to paragraph 6(e) below, membership shall be considered continuous until written notification of resignation is received and all outstanding subscriptions and dues paid to the Club.
- e) The Management Committee shall have the power to expel any member whose membership subscription is 2 months in arrear, provided that a month's notice of the new membership year dates and subscriptions are communicated to all members.
- f) The minimum age for membership is 8 years.

## **7. SUBSCRIPTIONS**

The Club subscription shall be at a rate or rates determined by the Annual General Meeting. Subscriptions shall be annual and members shall comply with the renewal procedure adopted by the Club Management Committee.

## **8. GENERAL MEETINGS**

- a) The Annual General Meeting (AGM) shall be held at the end of March each year to present audited Club accounts, elect members of the Club Management Committee, elect/appoint other Club posts, agree the rate and conditions of payment of Club subscriptions and receive reports.
- b) Notice of the date, time and place of any AGM and agenda items must be communicated to all members not less than 30 days before the meeting.
- c) Following notification of the AGM, any additional matters may be placed on the Agenda if received by the General Secretary at least 21 days before and/or agreed by the last Management Committee meeting prior to the AGM.
- d) An Extraordinary General Meeting (EGM) may be called by the Club's Management Committee. An EGM may only discuss items that have been listed in the notice for the meeting.
- e) An EGM must also be called if 15 or more Club members request it, in writing, to the General Secretary. The only items that may be discussed at an EGM requested in this way must be set out with the petition for the meeting. The meeting must be held within one month of the receipt of the petition.
- f) A quorum of 25 bona fide members with subscriptions fully paid up and eligible to vote is required for a club EGM and for an AGM.

- g) At General Meetings, two thirds of votes cast on any motion must be in favour of that motion for it to be carried.
- h) An entry in the minutes of a meeting of the Club stating that a resolution has been passed shall be conclusive.

## **9. VOTING RIGHTS**

All members of 15 years and over have the right to vote at a General Meeting of the Club; members under the age of 15 can, if present themselves, exercise their voting rights through a parent or guardian present with them. Evidence of current membership shall be required at General Meetings.

## **10. COMPLAINTS & DISCIPLINE**

Complaints or suggestions must be made in writing to the General Secretary, or any other members of the Club's Management Committee; these will be considered by the Management Committee who will take action, where possible, to resolve the matter.

All concerns, allegations or reports of malpractice or abuse relating to the welfare of children or vulnerable adults will be recorded and responded to swiftly and appropriately in accordance with the Club's and England Athletics's safeguarding policy and procedures. The Welfare Officer shall be the lead Officer for all Members in the event of any safeguarding concerns.

Complaints of discipline / misconduct regarding the behaviour of members or officers shall be dealt with by the Club in accordance with RAC Discipline and Appeal Policy and must be presented in writing to the Secretary (and where the matter relates to the Secretary, the complaint must be submitted to the Welfare Officer).

If a dispute arises between any members or officers of the Club about the validity or propriety of anything done by any Member or Officer under these Rules and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

Any complaints of serious misconduct (including, without limitation, theft, doping violations, fraud, physical violence, safeguarding policy breaches, serious breach of applicable health and safety, gambling and/or ticketing regulations or any act or omission of the member or officer which in the opinion of England Athletics acting reasonably, brings or is likely to bring the sport of athletics into disrepute) regarding the behaviour of members or officers shall be reported and dealt with by England Athletics in accordance with its Disciplinary Procedures.

## **11. TERMINATION OF MEMBERSHIP**

- a) If, in the opinion of the Management Committee, it is not in the interests of the Club that any person shall continue to be a member of the Club, they may resolve that their membership shall be terminated and thereupon they shall cease to be a member.
- b) Before taking any such action, the Club shall give that person 28 days' notice in writing of their intention, stating briefly the reason for doing so and inviting them to make such representations as they think fit in writing.
- c) The Management Committee shall not make any final decision until they have considered such representation.
- d) This section does not apply to termination for non-payment of subscriptions, which is regulated by UK Athletics.

## **12. AMENDMENTS**

The Club Constitution may only be altered and the Club may only be dissolved or amalgamated at an AGM or EGM called for such a purpose.

### **13. FUNDS**

The Management Committee shall be empowered to hold funds on behalf of the Club and the Treasurer will be responsible for their administration. The funds of the Club shall be applied to the objects of the Club.

- a) In the event of 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.
- b) The Management Committee will then be responsible for the orderly winding up of the Club's affairs.
- c) After settling all liabilities of the Club, the Management Committee shall dispose of the net assets remaining to one or more of the following:
  - I. To another club with similar sports purpose which is registered charity and/or
  - II. To another club with similar sports purpose which is registered CASC and/or
  - III. To the Club's national governing bodies for use by them to related community sports.

The Club Finances shall be independently audited each year to ensure appropriate governance.

The Club Financial Year shall be from 1st April to 31<sup>st</sup> March each year.

### **14. INFORMATION**

It is the duty of all Club Committees and Sub-committees to make their proceedings known to the general Club membership through electronic newsletters, the Club's website ([www.rushcliffeac.co.uk](http://www.rushcliffeac.co.uk)) and the Club's social media channels.

### **15. DISCLOSURE OF INTERESTS**

Any Club Committee member shall be required to disclose, in writing to the General Secretary, any interests that may conflict with Club affairs. This shall be reported to the next Management Committee meeting and be minuted.

### **16. OTHER MATTERS**

The Club Management Committee shall have the power to deal with and determine any matter not expressly provided for in the foregoing.

**All of the above is done in line with England Athletics Club Standards and is supported by the following, which are all accessible on [www.rushcliffeac.co.uk](http://www.rushcliffeac.co.uk)**

- a) The Club Constitution (this document)
- b) Elected Committee members for key roles
- c) RAC Discipline and Appeal Policy
- d) Privacy Notice in line General Data Protection Regulation
- e) Inclusion and Diversity Policy
- f) Club Safeguarding Code of Conduct
- g) Health and Safety Policy and Risk Assessment

**Declaration**

The Club duly adopted these Rules as its governing document on ***[insert date]***

Signed .....

**Chair**

***[insert name]***

Signed .....

**Secretary**

***[insert name]***

Policy/Document Name	Rushcliffe Athletic Club Constitution
Version	1.0
Date Effective	March 2023
Approved by	RAC Committee to Approve