

Tamworth Athletic Club

Constitution



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1. Club Name

The name of the club shall be Tamworth Athletic Club (hereafter called the club)

Headquarters

: - Tamworth Sports Stadium, off Marlborough Way, Glascote. B77 2HF

2. Club Colours

The club colours shall be green and white vest and black shorts.

3. Club Objective

The object of the club shall be the promotion of athletic activity in Tamworth and district. Such athletic activity shall include Track and Field Athletics, Road Running, Cross Country running, Race Walking and Tug of war.

4. Club Income and Property

The income and property of the club, shall be applied solely towards the promotion of the objects of the club as set forth in its constitution and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise, to the members of the club.

5. Affiliation

The club shall be affiliated to the Midland Counties AA and the Staffordshire A.A.A and any other athletic governing bodies as may be necessary to validate the activities of the club.

6. Management of the Club

The management of the club shall be by committee consisting of:

(President)

Chairman

Vice Chairman

Hon. General Secretary

Hon. Treasurer

Hon. Membership Secretary

Athletic Development Officer

Coaching Co-ordinator

Welfare Officer(s)

Plus (6) six members

- i. The committee shall meet at least once in every two calendar months and shall conduct the business to hand, providing that there is a quorum of at least (4) four committee

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members present.

- ii. The committee shall have the power to co-opt such members for special duties as they think fit and may appoint such sub-committees as they deem necessary.
- iii. All members of the committee shall be elected at each Annual General Meeting and serve until the following A.G.M at which they may be re-elected or replaced. Nominations duly seconded for election to the committee must be received in writing by the secretary no later than (14) fourteen days before the AGM. It will be assumed that current committee members will be offering themselves for re-election (providing they remain first claim members as below) unless they have stated otherwise to the secretary.
- iv. All committee members shall be first claim members of the club and shall be at least (18) eighteen years of age on the date of election.
- v. Any members proposed for election shall be required to have been a paid up member for at least (12) months.
- vi. No member under the age of (18) Eighteen years or social member, or second claim member shall have voting powers at any club meetings.
- vii. The trustees shall be elected by the committee. The number of trustees shall be not be more than (4) four nor less than (2) two. The property of the Club (other than cash which shall be under the control of the treasurer) shall be vested in them to be dealt with by them as the committee shall from time to time direct by resolution (of which an entry in the minute book shall be conclusive evidence). The trustees shall be indemnified against risk of expense out of the Club property.

The trustees shall hold office until death or resignation or until removed from office by resolution of the committee which may for any reason which may seem sufficient to a majority of the members of the committee present and voting at any meeting remove any trustee or trustees from the office of trustee. Where by reason of any such death, resignation or removal it shall appear necessary to the committee that a new trustee or trustees shall be appointed or, if the committee shall deem it expedient to appoint an additional trustee or additional trustees, the committee shall by resolution nominate the person or persons to be appointed the new trustee or trustees, for the purpose of giving effect to such nomination the president is nominated as the person to appoint new trustees of the Club within the meaning of the Trustee Act 1925 Sec 36, and he shall by deed appoint the person or persons so nominated by the committee as the new trustee or trustees of the Club and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such deed of appointment shall, in favour of a person dealing bona fide and for value with the Club or the committee, be conclusive evidence of the fact so stated.

7. The Club Year

The operative year of the Club shall be a (12) twelve month period ending each year on the 31st of December and there shall be an Annual General Meeting as soon as convenient after that date.

8. Notification of the AGM

Notice of AGM shall be posted prominently in the Clubhouse at least (21) twenty-one days beforehand. The business to be conducted at the AGM shall be: -

- i. To confirm the minutes of the previous AGM
- ii. To receive a report of the activities and statement of accounts from the committee
- iii. To elect officers of the Club. (See 'Management of the Club' section i).
- iv. To appoint Auditors.
- v. To consider proposed amendments to Rules and Constitution
- vi. To consider the rates of subscriptions and training fees
- vii. Any other business.

9. Extraordinary General meeting

The committee may call an Extraordinary General Meeting at any time and may be required to do so by written request of at least 20% of paid senior members and such notice shall contain particulars of the business to be transacted at the E.G.M.

10. Club Accounts

- i. The club shall open a current account with a bank, into which all revenue of the Club be deposited and from which will be paid all running expenses. The committee have the authority to change the bank if deemed necessary.
- ii. The trustees of the account shall be the Chairman, Vice-Chairman, Secretary and the Treasurer, or as may be directed by the committee. Any (2) two shall be authorised to sign cheques.
- iii. The committee may direct the Treasurer to invest any funds surplus to normal requirements in any short term Gilt Edged Security or Deposit account, which may offer the best returns.
- iv. If the committee wish to spend more £20000.00 (twenty thousand pounds) on any project then before any agreements are entered into they must have their proposals endorsed by the membership by calling an E.G.M. (See rule 8) This sum to be increased by the R.P.I. (retail price index) in each January commencing January 2016.

11. Membership

The Club shall be open for membership to both male and female persons from the age of (8) eight years.

- i. All prospective members of the Club will complete an application form and present this

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and their annual subscription to the Membership Secretary. The Membership Secretary shall register or update the registration of the member on the England Athletics membership database. Should any problem occur with this registration then membership of the club will not be possible until this is resolved.

- ii. No application from a person under the age of (16) sixteen years shall be accepted if not signed by a parent or guardian.
- iii. If registration with England Athletics is not possible for any reason (eg existing registration with another club) the application form and subscription shall be returned with explanation by the Membership Secretary.
- iv. Second claim membership shall only be accepted at the discretion of the committee.
- v. All members are expected to positively promote the Club and respect the club codes of conduct at all times.

12. Resignation

Any member wishing to resign shall give notice in writing of his or her intention before the next subscription becomes due, or he or she will be liable for the next subscription.

Any member wishing to join another club must take responsibility for completing the relevant forms in a timely manner. The club shall not delay any such process unless a written complaint has been received by the committee.

13. Overdue Subscriptions

No member shall train or compete in any event on behalf of the Club whose subscription is (2) two months or more overdue. The Treasurer shall place before the committee the name of any member whose subscription or any other monies have remained unpaid for (3) three months. The committee shall have the power to expel any member whose subscription is (3) three months in arrears, providing (1) one month's notice in writing shall have been sent by recorded delivery to the last known address, informing him or her of the proposed action of the committee. A £5.00 (five pound) administration fee shall be added to the renewal of any member in arrears on or after 1st June.

England Athletics competition licence payments are not paid by the club unless an existing member pays the club subscriptions. The club is not liable in any way for the resulting ineligibility of an athlete to compete in competitions, if a member fails to pay.

14. Club Competition and Records:

- i. All trophies are perpetual and are the property of the Club. After receiving trophies members shall sign the register kept by the Trophies Secretary.
- ii. All competitions for Club Trophies shall be open to first claim members only.
- iii. The rules for competition and the Laws of the UKA shall be strictly enforced.
- iv. No member shall be entitled to compete in Club Championships unless his or her subscription and entrance fees for the event, where applicable, have been paid.
- v. All performances put forward as Club records or for consideration for the award of Club trophies shall be subject to verification by the General Committee.

15. Discipline & Conduct

The Club does not allow members to assault each other, to bully, to insult or behave in an improper way sexually. All matters of child safeguarding shall be referred to and handled by the club Welfare Officers in accordance with UKA guidelines. All other matters will use the club codes of conduct as a reference and be handled as complaints to the club committee as necessary. The club committee have any and all sanctions at their disposal including the barring of individuals from the club facilities.

If it is satisfied that a breach of the codes of conduct or club constitution has occurred the Committee may decide on one or more of the following penalties:

- i. Resolve to note the offence but take no further action; or
- ii. Warn the person concerned as to his/her future conduct and thereafter take no further action; or
- iii. Suspend or disqualify the person from athletics competition, coaching and/or administration for any period whether fixed or indefinite; or
- iv. Recommend to the Regional Association that the person concerned shall be disqualified from any involvement in athletics for any period whether fixed or indefinite; or
- v. Such other penalty as the committee in the circumstances of the case shall consider appropriate.
- vi. A term of suspension starts from the time it is pronounced by the Club Committee unless other wise stipulated and does not expire until the close of the day named in the decision.
- vii. Every person suspended, expelled or disqualified, or otherwise dealt with shall be notified in writing by hand or post within seven days of the decision.

Appeals

Any person suspended, expelled or disqualified by decision of the Club Committee may

appeal against such decision as defined in UKA rules.

16. Limits of responsibility

The Club shall not be responsible for damage to or loss of members' personal effects.

17. Special Rules

The committee shall have the power to introduce special rules governing the management and use of the club headquarters.

18. Amendment of Rules

Constitution rules shall not be made, altered or rescinded except at the Annual General Meeting or an Extraordinary General Meeting called for that purpose. Written notice of any proposed amendment to the Constitution shall be sent to the Secretary not later than (21) twenty-one days before such meeting and the Secretary shall quote the proposed amendments in the notice convening such meetings.

19. Annual Subscriptions

Annual subscriptions shall be payable on the (1st) first day of January. Subscription and training fees shall be agreed at the AGM or at an EGM called for that purpose and the fees shall be effective from such date pursuant to the motion presented to the Meeting. New members elected after 1st July shall pay half the annual subscription to cover the period to the end of the current subscription year.

20. Types of Membership

Types of membership available as at January 1st ___2016_____

Membership Type	Subscription
Family Membership	£60
First and Second Claim Members	£35
Junior Members under (18) eighteen years	£25
Social Members *	£10
First and Second Claim Members in Full time education away from home	£25

Note that England Athletics Competition Licence Fees must be paid alongside the membership fees for athletes who wish to compete. This fee is per individual for Family Membership.

* Social Members may not participate in any athletic training or competition

21. Rights of Trustees

Trustees have the right to attend Committee Meetings with a power of veto on stadium matters.

ADDITIONAL CLUB HEADQUARTERS RULES 22-27

22. Register of Members

A register of members shall be kept on the premises.

23. Consumption of Alcohol

No person under the age of (18) eighteen shall purchase, be supplied with or consume any intoxicating liquor on the premises.

24. Consumption of Alcohol off the premises

No intoxicating liquor should be supplied by or on behalf of the Club for consumption off the premises except to a member in person.

25. Occasional Lettings

The club adopts the provisions of the Licensing Act 2003.

26. Expenditure and Control of Intoxicating Liquor

- i. A sub-committee shall be elected by the general committee to be responsible for the purchase for the Club and for the supply by the Club of intoxicating liquor and shall consist of a Chairman, Secretary and (3) three other committee members, these nominations to be by the committee.
- ii. No person shall receive at the expense of the Club any commission or percentage of takings with reference to purchase of intoxicating liquor by the Club.

27. Hours of Opening and Closing and Permitted Hours

The Club shall be opened and closed at such hours as shall from time to time be fixed by the committee in accordance with the notice of which will be posted in the Club premises. The permitted hours for the supply of intoxicating liquor shall be such as may be determined by the committee in accordance with the provisions of the Licensing Act 2003. The Club premises shall only be open on those days when the committee shall so decide.

28. Duties of the Secretary

The Secretary shall prepare and place before the Annual General Meeting the documents required by the Licensing Act 2003 in connection with the renewal or variation of the certificate of registration and any change in the rules or relevant documents required by the Clerk of Justices. In addition he will maintain the membership register, and attend and minute Committee meetings.

29. Dissolution of the Club

The members may vote to wind up the club if not less than two thirds 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 or more of the following:

- i. To another club with similar sports purpose, which is a charity and/or
- ii. To another club with similar sports purpose, which is a registered CASC and/ or
- iii. To the club's national body for use by them for related community sports.

A copy of this Constitution shall be displayed in a prominent position at the chosen headquarters of the Club and shall be available on request for any member. All members shall be deemed to have accepted the rules for all purposes of his or her membership.