



Claremont Road Runners and Athletic Club Constitution

Approved: 27 11 2023

Name

The club shall be known as Claremont Road Runners and Athletic Club (hereafter referred to simply as the 'Club').

Aims

The Club shall pursue the following aims:

1. Encouragement and development of all runners regardless of ability.
2. Provision of coaching and advice for Club members.
3. Organisation of competitions and the support of other competitions held by local clubs.
4. Assembly of teams to represent the Club in local and national competitions, championships and leagues.

Ethos

The Club is committed to ensuring that equity is incorporated across all aspects of its operations, activities and development. In doing so, the Club acknowledges and adopts the following Sport England definition of sports equity:

'Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them.'

The Club respects the rights, dignity and worth of every person and shall treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All Members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

Affiliations

The Club will be affiliated to England Athletics and to such other bodies as the Management Committee consider appropriate in order to carry out the objectives of the Club.

Membership

1. Membership shall be open to any person who is at least 18 years of age.
2. Applicants for membership will be requested to fill in a data form for the Club database.
3. Membership of a club commences on the actual date of election by the Committee of the Club (approximately a week). To be valid, the application must be made on the club form and accompanied by the appropriate subscription.
4. The members shall be those persons listed in the Club's register of members which shall be maintained by the Membership Secretary.

Subscriptions

1. The rates of annual subscriptions to the Club shall be set at the Annual General Meeting each year.
2. The subscription year runs from 1st January to 31st December.
3. This subscription is due to be paid on the 1st January each year.
4. The Committee will set a sliding scale of subscriptions for new members joining the Club towards the end of a calendar year.
5. The Committee has the authority to defer all or part of a member's subscription due after an absence from, and then a recommencement with, the Club.
6. It is the responsibility of the Member to notify Club Membership Secretary of any change in address or to update their profile on England Athletics.

Conditions of Membership

1. The members shall pay any annual subscriptions set by the Committee.
2. The members are expected to act in line with this Constitution and the general law and to ensure they as well as other members uphold these high standards.

Cessation of Membership

Membership of the Club shall terminate if:

1. The Members dies.
2. The Member resigns by written notice to the Club Secretary. The resignation shall then be considered by the Committee within one calendar month of receipt and will be held as effective on the date of tendering. Resignation will not be accepted if the members is financially indebted to the Club; i.e. has not paid his or her subscription for the year. In such case, acceptance of termination will be withheld until the debt has been discharged.
3. The Member continues to use the benefits of the Club without payment of subscription fees. In case of non-payment for three months or more, the Member will no longer be eligible for the benefits of membership. Membership may resume if the subscription is brought up to date.
4. The Member, being an individual, is convicted of a criminal offence which involves dishonesty or any other offence, relating to safeguarding, drugs and any crime involving violence.

5. The Member is guilty of any misconduct (i.e. behaviour contrary to the Constitution or conduct considered unbecoming of a member of the Club). The Member may be cautioned or expelled by a majority vote of the Management Committee, with Member's right to appeal to the Committee. A meeting called at their request will take place not later than two weeks from the date of the original Management Committee decisions. Expulsion shall be confirmed by a majority vote of the Committee in attendance.

The name and address of any person expelled from the club for reasons of criminal offence or other misconduct (i.e. 3., 4. above) shall be recorded and sent to England Athletics.

Finance

1. All funds belonging to, or raised for, the Club must be paid directly into an account or accounts operated by, and in the name of, the Club, at a bank or building society.
2. All funds belonging to the Club may only be used to maintain and further the aims of the Club.
3. The Club accounts are subject to an annual audit by a qualified accountant.

Management

1. The management of the Club shall be vested in the Club Officers and these shall consist of:
 - a. Chairperson
 - b. Vice-Chairperson
 - c. Treasurer
 - d. Secretary
 - e. Membership Secretary
2. All of the aforementioned shall be elected at the AGM and remain in office until the AGM of the following year.
3. Further members of the Club (up to four, who shall have a vote) shall be selected by the Club Officers and co-opted to the Committee for the current year on the basis of their contributions to the Club.
4. The Committee shall have the power to fill vacancies as and when they arise. A vacancy shall be deemed to exist when a Committee member is absent from three consecutive Committee meetings without good reason.
5. The Committee shall also have the power to further co-opt special members for particular functions, but these special members shall not have a Committee vote.
6. At Committee Meetings Club members will have a voice but not a vote.
7. A quorum of five (5) Committee members is required to take decisions.

Meetings

The Management Committee shall meet for Annual General Meetings, Extraordinary General Meetings, and Committee Meetings. At all such meetings minutes shall be taken by the Secretary to be circulated to all members of the Club.

1. Committee Meetings

- a. At least five committee Meetings shall take place per year to discuss matters related to the effective running of the club.
 - b. The Management Committee and any other elected officials shall be vested from the first Committee Meeting following an AGM.
2. Annual General Meeting (AGM)

The AGM shall be held in November or December of each year for the purpose of:

 - a. Receiving the Annual Report of the Committee.
 - b. Receiving a Statement of Accounts and bank balance.
 - c. Election of Club Officers and other positions in the Club for the ensuing year.
 - d. Selection of the Honorary Auditor(s).
 - e. Consideration of any amendments to the Constitution. Any proposal for a change to the Constitution suggested by a Club member must be received by the Chairman or Secretary at least 21 days prior to the date of the AGM in order that all Club members shall have had sufficient notice of the projected alteration.

At least 14 days' notice shall be given to members of the date, venue, and agenda items for the AGM. Each fully paid members present at the meeting shall have one vote.

3. Extraordinary General Meeting (EGM)
 - a. An EGM shall be called by the Secretary or the Chairmen within one month of receipt of a written request signed by at least 20 members stating the purpose of the meeting.
 - b. At least 14 days' notice shall be given to all fully paid-up members of the date, venue and purpose of an EGM.
 - c. No other business shall be conducted at such a meeting.
 - d. No Constitution Rule may be altered, added to, or deleted except at an AGM, or at an EGM called for that purpose, and then only by a two-thirds majority of members present and voting.

Communications by the Club

Subject to this Constitution, any document or information sent or supplied by the Club under these rules may be sent or supplied:

1. In hard copy form;
2. In electronic form; or
3. By making it available on a website or internet forum

Complaints and Disputes

Any complaints, disputes and misconduct regarding the behaviour of Members or Officers shall be dealt with by the Club in accordance with the England Athletics 'Grievance and Disciplinary Policy for Clubs'.

Club Colours

1. The Club colours shall be sky blue vests with dark blue trim, and with either the Claremont Road Runners & AC logo or the Club name emblazoned across the front.
2. Club colours are required to be worn by all competitors representing the Club at all official competitive meetings.

Dissolution Clause

1. If the committee decides that it is necessary to close down the Club it shall call an Extraordinary General Meeting of all members and recommend closure to them.
2. If a majority of the members present vote in favour of closing down the Club the committee shall have the authority to do so.
3. Any assets remaining after all debts and liabilities have been paid must be transferred to one or more voluntary organisations or registered charities with aims similar to those of the Club.

Declaration

Claremont Road Runners and Athletic Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.



SIGNED:

DATE: 27/11/2023

Name: David Lydall

Club Chair

SIGNED: C. L. Walker DATE: 27/11/2023

Name: Cate Walker

Club Secretary