

Club Constitution

The Club Constitution sets the rules about how the club is organised and how members are involved in the decision making

1. Name

The club will be called Pudsey Runners.

2. Aims and Objectives

The aims and objectives of the club will be:-

- to offer coaching and competitive opportunities and to facilitate training in Road and Off Road for male and female athletes over the age of seventeen years;
- to promote the club and the sport within the local, and wider community;
- to ensure a duty of care to all members of the club;
- to provide all of its services in a way that is fair to everyone; and
- to ensure that all present and future members receive fair and equal treatment.

3. Membership

Membership consists of officers and members of the club. 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 conduct that the club has adopted.

4. Membership Fees

Membership fees will be set annually and agreed by the Committee at the Annual General Meeting, fees will be paid annually. Members will be enrolled as a full member.

5. Officers of the club

The officers of the club will be:-

- Chairperson;
- Secretary;
- Treasurer; and
- any other relevant position

6. Committee

The club will be managed by the Committee consisting of:-

- Chairperson;

- Secretary;
- Treasurer; and
- a minimum of six and a maximum of twelve Ordinary Committee Members.

Only these posts will have the right to vote at Committee meetings.

The Committee will be convened by the Chairperson of the club and the meetings will be held once a month.

The quorum required for business to be agreed at the meetings will be five.

The Committee will be responsible for adopting new policies, codes of conduct and rules that affect the organisation and running of the club.

The Committee will be responsible for disciplinary hearings of members who infringe the clubs rules/regulations/constitution.

The Committee will be responsible for taking any action of suspension or discipline following such hearings.

7. Finance

All club monies will be banked in an account held in the name of Pudsey Runners.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on the 31st March.

A statement of the annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheque drawn against club funds will hold the signatures of any two of the following:-

- Treasurer;
- Chairperson; or
- Secretary

8. Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary by e-mail or by announcement on club training nights.

Not less than 21 clear days to be given to all members.

The AGM will receive a report from the officers of the club and a statement of the accounts.

Nominations for the officers of the Committee will be sent to the Secretary prior to the AGM.

Election of the officers is to take place at the AGM.

All members have the right to vote at the AGM for new Committee members & Officers of the club.

The quorum for AGM's will be 25% of the membership.

The Committee has the right to call for an Extraordinary General Meeting (EGM's) outside the AGM, procedures for EGM's will be the same as for the AGM.

9. Discipline and appeals

All complaints regarding the behaviour of members should be submitted in writing to the Welfare Officer.

The committee will meet to hear complaints within TWENTY ONE days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

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 SEVEN days of the hearing.

There will be a right to appeal to the committee following disciplinary action being announced. The committee should consider the appeal within TWENTY ONE days of the Welfare Officer receiving the appeal.

10. Dissolution

A resolution to dissolve the club can be passed at an AGM or EGM through a majority vote of the membership. In the event of dissolution, any assets of the club that remain will become the property of the members.

11. Amendments to the Constitution

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

Declaration

Pudsey Runners hereby adopts and accepts this constitution as a current operating guide regulating the actions of its members.