

Tring Running Club

Constitution

Club Name & Colours

The name of the club is “Tring Running Club” and it was established in 1981. The club colours are Royal Blue and White.

Aim of the Club

The aim of the club is to participate in and promote running.

Membership of the Club

The Club shall have two classes of membership Ordinary and Life members as set out below. Members will enjoy the rights and undertake the obligations specifically outlined in this document. Membership is defined as club membership, with any individual governing body (e.g. UK Athletics) affiliations additional to club subscriptions.

Membership of the Club shall be open, on application, to anyone interested in recreational or competitive running, provided that they are an amateur as defined from time to time by UK Athletics or the appropriate governing / affiliated body.

Applications for membership must be submitted in writing on the current membership application form and shall be approved by the membership secretary or other appropriate member designated by committee who will decide whether it is necessary to first seek the approval of the Club committee.

Ordinary and Life Members (other than family members under 18) shall be entitled to receive notice of, attend and vote at general meetings of the Club. By becoming a member of the Club, every member agrees to abide by the Club’s Constitution and Rules; the Rules of Competition and other rules and regulations of UK Athletics Limited; and the rules and regulations of England Athletics Limited (or relevant successor bodies).

Ordinary Members

There are two classes of ordinary membership.

Family members - Husband and wife living at the same address (or those living as such and recognised in law), plus all children of such members under 18 years on January 1st. Parents/Guardians must assume responsibility at all times for their children when they are involved in any Club activity.

Senior members - any person (other than family) over 18 years on January 1st.

Life Members

Life Membership will ordinarily be granted only in recognition of a significant personal contribution to the Club's affairs. The total number of Life Members is not limited, but only two Life Memberships may be granted in one financial year.

Individuals to be appointed as Life Members shall be proposed and elected at an Annual General Meeting and must have the support of two thirds of voting members present. Life Members are exempt from payment of club annual subscriptions but shall otherwise have the same rights as Ordinary Members.

Cessation of Membership

Members may resign from membership at any time by notice to that effect given to the Membership Secretary or other appropriate member designated by committee. A member who resigns shall not be entitled to any refund of subscriptions in respect of the remaining period.

The Committee shall have the power to expel a Member on the failure of the member to comply with any condition of membership set out in this Constitution or when in its opinion it would not be in the interests of the sport or the Club for him or her to remain a member.

Before any such member is expelled the member shall have one month's clear notice of the Committee Meeting sent to him or her together with details of the case against him or her. The Member shall be entitled to attend the Meeting and be heard in defence, but shall not be entitled to be present at the voting or take part in the proceedings other than as the Committee shall permit. If the Member is a member of the Committee, he or she shall not be entitled to vote. Exclusion will be agreed by resolution of a majority of at least two thirds of those present and voting at a properly convened Committee Meeting and at which no fewer than three quarters of the total voting members of the Committee shall be present.

Any Member disciplined or excluded from the Club for disciplinary reasons may lodge an appeal with the Committee and shall thereupon have the right to demand that the matter be referred to three arbitrators: one chosen by the Committee, one chosen and paid for by the aggrieved party and one by the two arbitrators. In the event that the first two arbitrators fail to agree on a third, England Athletics shall appoint the third arbitrator or other relevant organising body as shall be nominated by the Committee. Such arbitrators shall have the power by their award to annul the disciplinary action or exclusion, or to annul it subject to the performance of any condition, which the arbitrators may think fit to impose.

Any person shall, upon ceasing to be a Member of the Club, forfeit all rights to and claims upon the Club and its property and funds.

Subscriptions

The club shall, as a condition of membership, require annual subscription fees to be paid by members of the club. The subscription fees shall be recommended by the committee and determined by approval of the AGM.

All subscription fees shall be due for payment on 1 January in each year. Members having arrears of subscription fees at 1 March each year will not be eligible to participate in the affairs of the club, including voting in any general meeting. Payment of a full subscription fee at a later date will enable the member to participate fully in the affairs or activities of the club.

The Club Committee

The Club shall be governed by a club committee which shall be elected at the annual general meeting and shall consist of the following officers: Chair, Vice Chair, Secretary, Treasurer, Membership Secretary, Team Captain (Men), Team Captain (Women), Newsletter Editor, plus three other members.

The Chair, Secretary and Treasurer shall be ex-officio members of all sub-committees. The club committee shall have the ability to fill any vacancy and the power of co-option to the committee. The committee shall be the authority for the interpretation and enforcement for the Constitution and any other rules of the club. All committee members, except co-opted members, shall have voting rights.

Minutes of Committee meetings will be published within thirty days of being approved.

Club Meetings

Annual General Meeting

The Annual General Meeting (AGM) shall be held in November. Notice of the AGM and nomination forms will be sent out three weeks before the meeting by e-mail and the Club Newsletter. Nominations shall be in the hands of the honorary secretary seven days before the AGM. The following business shall be transacted at the AGM:

- (a) The receipt of reports
- (b) Adoption of the reviewed accounts
- (c) Election of the general committee
- (d) Appointment of accounts reviewer
- (e) Approval of subscription fees
- (f) Any member may propose a resolution for consideration at the AGM providing it is communicated to the secretary in writing (or by e-mail) in time to be included in the notice that is sent out three weeks prior to the AGM.

Extraordinary General Meeting

An Extraordinary General Meeting may be called at any time to discuss a single issue. It shall be convened:

- (a) At the discretion of the committee
- (b) Upon the request in writing to the honorary secretary of at least ten members with voting rights

Amendments

Amendments may be proposed at anytime during the debate in general meetings and shall be dealt with in the order in which they are proposed. The Chair has the right to ask for amendments to be put in writing and has the right to refuse amendments that negate the resolution. If an amendment is proposed, no further amendments may be proposed until the first is disposed of. If an amendment is carried it becomes the resolution. If the proposer of a resolution accepts an amendment the amended resolution becomes the resolution.

Quorum

At general meetings the presence of twenty voting members shall form a quorum and at meetings of the committee the presence of seven voting members shall form a quorum. If there is no quorum, then the meeting shall be adjourned and reconvened at a time determined by the committee.

Majorities

Any resolution at a general meeting to make new rules or to amend existing rules or to dissolve the club shall require a $\frac{2}{3}$ majority of two-thirds of those present and voting. Any other resolution at a general meeting or any meeting shall require a simple majority of those present and voting.

Chair

General meetings shall be chaired by the Club Chair or in his/her absence by a member of the club selected by the committee members present.

Accounts

The Club's financial year shall run from 1 November to 31 October inclusive. The treasurer will ensure proper accounts are kept and provide the committee with accurate financial reports on at least a quarterly basis.

The treasurer will present accounts for the previous financial year to the AGM for consideration and copies will be available at the meeting. The accounts will be reviewed by an independent person, who may be a member of the club. The independent reviewer will be appointed at the AGM.

The assets of the club shall be controlled by the committee. The club is a non-profit distributing organisation. All income or profits are to be reinvested in the club and will be used to maintain or improve the club's facilities or otherwise in furtherance of the club's objectives.

Dissolution of the Club

If at any General Meeting of the club, a resolution be passed calling for the dissolution of the club, the Secretary shall immediately convene a Special General Meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution.

If at that Special Meeting, the resolution is carried by at least two-thirds (three quarters) of the eligible voting membership present at the meeting, the Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the club and discharge the debts and liabilities of the club.

The Committee will then be responsible for 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:

- a) To another local club with similar sports purposes which is a registered charity and/or
- b) To another local club with similar sports purposes which is a registered Community Amateur Sports Club and/or
- c) To the club's governing body for use by them for related community sports.

Notices

The honorary secretary shall, at least fourteen days before any general meeting, inform every member via e-mail, and the Club Newsletter, a notice of the meeting stating the time, when, and the place where it will be held and the business to be conducted. Meetings of the committee shall be called by giving members at least seven days notice before the time of the meeting.