

# **BLACKPOOL WYRE & FYLDE ATHLETIC CLUB**

## **CLUB CONSTITUTION**

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### **1 Name**

The club will be called Blackpool wyre & Fylde Athletic Club and will be affiliated to appropriate associations deemed necessary by the Management Committee.

### **2 Aims and Objectives**

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in Track and Field, Road Running, Cross Country, Fell Running, Race Walking and Sportshall Athletics.
- To promote the club within the local community and athletics.
- To ensure a duty of care to all members of the club and that a Child Protection Policy has been adopted that is in accordance with the Governing Bodies guidelines.
- To provide all its services in a way that is fair to everyone.
- To ensure that all present and future members receive fair and equal treatment (equity).
- To maintain an open-door policy that does not discriminate against anyone for any reason in relation to their sex, religion or ability/disability.

### **3. Membership**

Membership shall consist of the 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. These are available on request and should be given to every new member on joining.

Members will be enrolled in one of the following categories:

- Full Competitive Member                      Age groups as per UKA classifications
- Associate Member (non-competitive)
- Life Member                                      The Management Committee may recommend to an AGM that, particularly exceptional members be awarded this honour. In addition a member with 25 years unbroken (fully paid up) membership will automatically become a Life Member.
- Honorary Member as decided by the Management Committee.

The minimum age for membership is 7 years old.

If a member decides to resign he shall submit a written notice to the General Secretary. This will be considered at the first possible Management Committee Meeting and until the resignation has been accepted that athlete is ineligible to join any other Athletic Club as a First Claim Member.

### **4. Membership Fees**

Membership fees will be set annually, around December, by the Management Committee as mandated at the 2009 Annual General Meeting.

Fees will be paid annually in advance by the 1<sup>st</sup> April. In the event of a member's subscription being unpaid by 30<sup>th</sup> April, the member may be suspended from competing in any event under the auspices of UK Athletics until the subscription has been paid.

The Management Committee shall have the power to expel any member whose subscription is six months in arrears providing that one months notice in writing shall have been sent to such member by registered or recorded delivery letter addressed to the member's last known address, informing of the proposed action of the committee.

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The name or address of any person so expelled from the Club shall be sent to the appropriate Area Association of U.K. athletics and there entered in the "Black Book" kept for that purpose. Every person whose name has been entered in the "Black Book" shall be suspended from competing at any meeting held under U.K. Athletics Laws until the liability causing the expulsion, which shall not exceed one year's subscription, shall be discharged.

### **5 Officers of the Club**

The Officers of the club will be:

Chairman  
Vice Chairman  
Treasurer  
General Secretary  
Membership & Subscription Secretary  
Equipment Officer  
Kit Officer  
Director of Coaching  
Athletes Rep: Male  
Athletes Rep: Female  
Schools Liaison Officer  
Track & Field Secretary  
Sportshall Secretary  
Publicity Officer  
Welfare Officer

Plus 5 General Committee Posts at the discretion of the Officers.

Officers will be elected annually at the Annual General Meeting.

All Officers will retire each year but will be eligible for re-appointment.

### **6 Committee**

The club will be managed through the Management Committee consisting of the above named Officer Posts plus:

- A Representative from each of the club's appointed Sub-Committees
- upto 5 general posts as decided by the Officers

The Management Committee will be convened by the General Secretary of the club and held, when possible, monthly.

The quorum required for business to be agreed at Management Committee meetings will be 9. The Chair or appointed Deputy shall in the event of a tied vote have a casting vote in addition to his/her individual vote.

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

The Management Committee will have powers to appoint Sub-committees as necessary and appoint Representatives to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

The Management Committee will accept or reject applications for membership.

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### **7 Club President**

A Club President may be elected annually at the AGM. Although not a member of the Management Committee, he/she may attend such meetings in a non-voting capacity.

### **8 Finance**

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

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

The financial year will end on 31<sup>st</sup> March.

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

Any cheques drawn against club funds will hold the signatures of two nominated officers from a pool of 5 authorised officers.

### **9 Annual General Meetings**

The Annual General Meeting will normally be held on a suitable date in April.

Notice of the Annual General Meeting (AGM) will be given by the Secretary. Not less than 21 clear days' notice must be given to members and this will be widely published via the Web Site and Club Notice-Boards.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the secretary prior to the AGM. These must be nominated and seconded by club members, usually 7 days before the AGM. Elections of officers are to take place at the AGM.

Notice of items for inclusion on the agenda of the AGM must be received, in writing by the General Secretary, 7 days prior to the meeting.

All members have the right to speak and vote at the AGM.

The quorum for AGMs will be 30 members.

### **10 Special General Meeting**

An SGM may be called at any time by the General Secretary on the instruction of the Management Committee, or on a written request by at least 10 members by giving notice and the purpose in writing to the General Secretary. The Meeting will be called within 28 days of the notification being received. No matter, other than those directly related to the point of the meeting will be discussed. No amendments of rules shall be made except at the AGM or at a SGM called for that purpose.

All members have the right to speak and vote at a SGM.

### **11 Discipline and Appeals**

All complaints regarding the behaviour of members should be submitted in writing to the General Secretary.

Any complaint or grievance will be dealt with in accordance with specific guidelines as laid down by Governing Bodies.

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**12      Cups and Trophies**

All trophies appertaining to the Club competitions shall be the property of the Club in perpetuity. Each trophy shall be held by the winner, or shared equally by the winners, for a period of 11 months after which time they will be recalled by the Committee.

**13      Dissolution**

A resolution to dissolve the club can only be passed at an AGM or SGM through a majority vote of the membership, either present or by postal vote.

In the event of dissolution, any assets of the club that remain will become the property of either the appropriate Governing Body or some other club with similar objectives to those of the club.

**14      Amendments to the Constitution**

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

**15      Declaration**

Blackpool wyre & Fylde Athletic Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: A Smart

Date: 23/04/12

Name: Alan Smart

Club Chair

Signed: N W Hume

Date: 23/04/12

Name: Nick Hume

Club Secretary