

HOGWEED TROTTERS

CLUB RULES/CONSTITUTION

1 Name

The club will be called the HOGWEED TROTTERS and will be affiliated to England Athletics, the Association of Running Clubs, the Avon Athletics Association and the British Triathlon Federation.

2 Aims and Objectives

The aims and objectives of the club will be:

- to offer coaching and competitive opportunities in Road Running and Triathlon
- to promote the club within the local community and athletics
- to ensure a duty of care to all members of the club
- 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.

3 Membership

Membership shall consist 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.

All Members will be enrolled as Full Members.

Resignation (BAF Rule 3):

A notice of resignation must be made in writing to the Club Secretary and shall be considered by the club within one calendar month of receipt.

Membership shall be deemed to have ceased on the actual date of tendering of notice, unless the member be financially indebted to the club, in which case the acceptance shall be withheld until the indebtedness has been met. The date of resignation shall then be the date on which the debt was discharged.

4 Honorary Life Membership

A special category of Honorary Life Membership exists within Hogweed Trotters Running Club. A proposal for someone to be considered for this category of membership can be made by any full member, such proposal to be ratified by the committee and agreed by members at an AGM.

5 Membership fees

Membership fees will be set annually and agreed by the Executive/Management Committee or determined at the Annual General Meeting.

Fees will be paid: annually as determined by the Management Committee.

6 Officers of the club

The officers of the club will be:

- Honorary President
- Chair
- Honorary Secretary
- Honorary Membership Secretary
- Vice Chairperson
- Club Coach
- Treasurer

Officers will be elected annually at the Annual General Meeting.

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

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7 Committee

The club will be managed through the Management Committee consisting of:

Honorary President, Chair, Honorary Secretary, Vice Chairperson, Club Coach, Treasurer and Membership Secretary.

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

The Management Committee will be convened by the secretary of the club and held no less than four times per year.

The quorum required for business to be agreed at management Committee meetings will be THREE.

All decisions will be by a majority vote, the Chair shall have a casting vote in the event of a tie.

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 advisers 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.

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 of the club will end on 31 October.

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

Any cheques drawn against club funds should hold the signatures of the Treasurer plus one other officer.

9 Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary.

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

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

Nominations for officers of the Management Committee will be sent to the Club Secretary prior to the AGM. These must be nominated and seconded by club members, usually 28 days before the AGM. Elections of officers are to take place at the AGM.

All full members have the right to vote at the AGM.

The quorum for AGMs will be 30 members.

The Management Committee and others or twelve members has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

10 Club Colours

- The colours of the Club shall be sky blue vest and black shorts.
- Club colours must be worn by all competitors representing the Club at every competitive meeting.

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11 Discipline and appeals

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

Any member guilty of misconduct (ie behaviour contrary to the constitution) may be cautioned once or expelled from the Club by a majority decision of the Management Committee. Any person expelled will have the right to appeal to the Management Committee meeting called at his/her request not later than two weeks from the date of expulsion.

12 Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM 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 after all debts have been met, will become the property of the County AAA to be used in the furtherance of amateur athletics in the county.

13 Amendments to the constitution

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

14 Declaration

The HOGWEED TROTTERS hereby adopts and accepts this constitution as a current operating guide regulating the action of members.

28th November 2007

SIGNED: DATE:

Name:
Club Chair

SIGNED: DATE:

Name:
Club Secretary