



## EASTBOURNE ROVERS ATHLETIC CLUB

### CONSTITUTION AND RULES: DECEMBER 2011

*The following Constitution and Rules were adopted at the Annual General Meeting  
Held on 8th December 2011*

Chairman.....

Secretary.....

#### **The Club and its Assets, Aims, and Affiliations**

1. The Club shall be called Eastbourne Rovers Athletic Club and its headquarters shall be at such place as shall be determined from time to time by the Executive Committee.
2. All trophies and equipment owned and acquired by the Club shall remain the property of the Club.
3. The aim of the Club shall be to provide athletic competition, coaching and training to its members, and to expand the athletic opportunities in the community.
4. Membership shall be open to everybody aged 9 and upwards regardless of sex, ability, disability, ethnic group, religion or sexual orientation and shall be by annual subscription
5. The Club shall be affiliated to all necessary athletics governing bodies and such other bodies associated with athletics as the Executive Committee shall, from time to time, see fit,

#### **Membership and Subscriptions**

6. Four members of the Club, of whom no more than two are on the Executive Committee, shall be appointed as Trustees of the Club by the Executive Committee.
7. The Club shall consist of amateurs, as defined by the prevailing UK Athletics Rules in the following categories of membership: -
  - Full Membership– Unrestricted access to all Club activities and facilities and full voting rights
  - Family Membership (defined as a parent / child family unit) - Unrestricted access to all Club activities and facilities plus full voting rights for all members of family unit
  - Road & Cross Country Membership –Facility usage restricted solely to use of track during “GMT” months. Full Voting rights, provided the member is an Eastbourne Rovers 1<sup>st</sup> claim athlete.
  - Half Membership - Full access to all Club activities and full voting rights, provided the member is an Eastbourne Rovers 1<sup>st</sup> claim athlete, and satisfies at least one of the following criteria: -
    - a) An existing member in full time education and living at least 60 miles from Eastbourne during term time
    - b) A Full Member who wishes to continue to compete for the Club whose permanent residence is at least 60 miles from Eastbourne.
    - c) A student in full time education living within 10 miles of Eastbourne during term time.
    - d) A Full Member who, at the sole discretion of the Executive Committee, has made a significant contribution to the Club’s operating activities during the previous membership year.
  - Associate Membership - Non competing or training volunteers with no voting rights and no access to facilities



- Life Membership - May exceptionally be awarded at an Annual General Meeting in recognition of consistently outstanding service to the Club by a member over a period of many years. Any such proposal shall require prior approval of the Executive Committee. Life Membership shall confer all the obligations and privileges of Full Membership except that Life Members shall not be liable to pay annual subscriptions.
8. The annual subscriptions and training fees for the ensuing year shall be as decided at each Annual General Meeting. Subscriptions shall become due on the 1<sup>st</sup> April.
  9. Members who are not classed as Full Members may become Full Members at any time by paying the balance of the prevailing annual full membership subscription
  10. An Honorary President may be elected at an Annual General Meeting, in recognition of significant support or service to the Club. He/she shall be entitled, on request, to receive the Club's routine communications but shall otherwise have no obligations or privileges other than those referred to in Rule 34 and/or as conferred by any Club membership held separately under Rule 7. Honorary Vice Presidents may also be elected at an Annual General Meeting, in recognition of significant support or service to the Club. They shall be entitled, on request, to receive the Club's routine communications but shall otherwise have no obligations or privileges other than as may be conferred by any Club membership which they may hold separately under Rule 7.
  11. Each prospective member shall submit an application form accompanied by the appropriate joining fee and subscription for approval by the Executive Committee. Prospective Members may be permitted to take part, free of charge and without obligation, in organised training sessions on a trial basis. The number of such free trial training sessions shall be determined by the Executive Committee from time to time.
  12. The initial year's subscriptions of new members joining the Club on or after the 1<sup>st</sup> April shall be adjusted pro rata in full monthly units.
  13. It shall be each member's individual responsibility to pay his/her renewal subscription promptly. If his/her renewal subscription is not paid by 1<sup>st</sup> July his / her membership shall, at the sole discretion of the Executive Committee, be deemed to have lapsed.
  14. No member whose subscription is in arrears is eligible to compete either on behalf of the Club or as a Club member and any subscription monies paid shall first be applied to clear any outstanding arrears
  15. Any member wishing to resign from the Club shall do so in writing to the Secretary for consideration by the Executive Committee at its next scheduled meeting. Acceptance of the resignation will be acknowledged by the Club by letter stating: *"You may now join another athletic club if you wish, but you must not compete for that club in team competitions or relay races until the Governing Body's Rules governing change of clubs are complied with. During this period you may, however, compete as an individual"*
  16. Any member violating the Club rules or behaving in a manner, which is objectionable or contrary to the interests of the Club, may either be cautioned in writing and, upon a subsequent incidence, expelled, by the Executive Committee or immediately expelled if, at the sole discretion of the Executive Committee, the member's actions are deemed sufficiently serious.



## **Club Management**

17. The Executive Committee shall comprise at least 7 members and shall be elected at each Annual General Meeting. Members shall be elected to the following positions – Chairman, Secretary, Treasurer or General Officer.
18. The Executive Committee shall, at its first meeting, elect a Vice Chairman from amongst its Members.
19. The Executive Committee shall meet at least six times a year. Additionally, the Chairman and Secretary shall jointly have the discretionary power to call a meeting on the written request of two Club members.
20. A quorum for the Executive Committee shall be 4 members.
21. All decisions shall be by majority vote of those Executive Committee members present, provided the Executive Committee is quorate. The Chairman shall have a casting vote in the event of a tie.
22. If a member is absent for three consecutive meetings he/she shall, failing an explanation which is satisfactory to a majority of the remainder of the Executive Committee, lose his/her place.
23. The Executive Committee shall have the power to fill any vacancy, to co-opt up to three additional members, to call sub-committee meetings and to call both its members and offer Club officers to attend or to submit reports to meetings, to appoint Club representatives to outside bodies, all as the Executive Committee considers necessary.
24. The Executive Committee shall have the power to do all other things reasonably necessary and expedient to accomplish the Club's aims with the exception of the purchase, sale, mortgage, lease, etc. of land or buildings, which shall be the subject of a decision at a General Meeting of the Club.
25. Minutes, recording the Committee's decision, the Officers delegated to take action thereon, the date time and place of the meeting and the date by which proposed agenda items therefore should be notified to the Secretary, shall be kept. They shall be sent by the Secretary to the President and all Club Officers and posted on the Club's headquarters notice board at least two weeks before the next meeting.
26. Club Officers may be appointed by the Executive Committee at any time to carry out agreed duties and functions of the Club or act as the Club's representative.

## **Annual General Meeting**

27. The Club's financial year shall end on the 31<sup>st</sup> October and the Annual General Meeting shall be held within eight weeks of that date. The Executive Committee shall set the date time and venue for the meeting and shall record these details in its minutes, which shall be posted on the Club's headquarters notice board not less than four weeks prior to the meeting.
28. The following business will be undertaken:
  - The minutes of the previous Annual General Meeting will be considered, including any matters arising;
  - The Executive Committee Report will be considered;
  - The Accounts will be presented;
  - The Hon. President, Vice Presidents and Officers will be elected;
  - The subscription rates for the following year will be determined.



- Other motions of which due notice have been received will be considered
29. Motions to be considered including proposed changes to the Rules/Constitution shall be notified to the Club Secretary at least 3 weeks before the meeting. No other business shall be undertaken at the meeting.
  30. The Secretary shall send notice of the meeting, and the agenda including all motions to be considered, to all recorded members (one copy only need be sent between members of a family all living at the same address) by e-mail, or ordinary mail where no e-mail is available, at least two weeks before the meeting date.
  31. All categories of Member entitled to vote are eligible for election to the Executive Committee.
  32. A quorum shall be 12 voting members.
  33. All decisions, except for decisions concerning dissolution, shall be by a majority vote, with the Chairman (of the Meeting) having the casting vote in the event of a tie.
  34. The Honorary President may choose to act as Chairman for the meeting.

#### **Other General Meetings**

35. Other General Meetings may be called by ten Club Members, who shall each deposit the sum of £10 along with a written request to the Secretary specifying the motion(s) to be considered. The Secretary shall arrange the meeting as soon as is reasonably practicable.
36. Notice of the procedure for and voting rights at such other general meetings shall be in accordance with Rules 29, 30, 31, 32 and 33.
37. In addition to the motion(s) proposed, the meeting shall determine whether the deposited sums shall be returned.

#### **Dissolution of Club**

38. A motion to dissolve the Club shall require a majority of all the paid up full-voting members registered at the time the motion is lodged. In the event that the said majority cannot be achieved at the General Meeting, but the motion is passed by a majority of the paid up full voting members registered at the time and attending the General Meeting, the Trustees of the Club will be obliged to call a further General Meeting in accordance with the notice procedures detailed in Clauses 29 and 30 and within 8 weeks of the vote on motion to dissolve. At this meeting, a simple majority of those paid up full members registered at the time the motion is lodged and attending will be sufficient to pass the motion
39. In the event of the members voting for the dissolution of the Club, the assets of the Club shall be disposed of by the Trustees of the Club in such a manner as they see fit, provided that it shall be for the benefit of the sport of Athletics

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