



MOUNTS BAY HARRIERS **CLUB CONSTITUTION**

1. Name

The Club will be called “Mounts Bay Harriers” and will be affiliated to the UK Athletics and the British Triathlon Association.

2. Aims and Objectives

The aims and objectives of the Club will be:

- To offer coaching and competitive opportunity in Running, Triathlon and Athletics.
- To promote the Club within the local community.
- 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 should consist of Officers and Members of the Club.

All members will be subject to the regulation of the Constitution and by joining the Club will be deemed to accept these regulations and codes of conduct that the Club has adopted.

As from 2018 there will be separate membership forms for Adults and Family/Juniors. This is to incorporate GDPR (General Data Protection Regulation).

Members will be enrolled in one of the following categories

- *Adult member*
- *Junior member*
- *Family member (2 adults & 2 Children with only one EA affiliation)*

4. 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 and will run from 1st February to 31st January.

Pro rata rates will apply as follows if joining during the year:

- 1st February to 30th April – no concession
- 1st May – 31st July – 20% discount
- 1st August – 31st October – 30% discount
- 1st November – 31st January – 60% discount

5. Officers of the Club

The officers of the Club will be

- Chair / Club Captain
- Vice Chair
- Secretary / Treasurer
- Club Welfare Officers – Male and Female
- Any other post deemed necessary at the AGM

Officers will be elected annually at the Annual General Meeting

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

6. Committee

The Club will be managed through the Committee.

The committee will be convened by the Secretary of the Club and hold no less than four meetings per year.

The quorum required for business to be agreed at Committee Meetings will be 3 or more.

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

The Committee will have powers to appoint Sub-Committees as necessary and appoint advisers to the Committee as necessary to fulfil its business.

The Committee will be responsible for disciplinary hearings of members who infringe the Club Rules/Regulations/Constitution. The Committee will be responsible for taking any action or suspension or discipline following such hearings.

7. 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 31st January each year.

Annual accounts will be independently assessed and will then be presented at the next Committee Meeting 3 months after the AGM.

Any cheques or electronic transactions made / drawn against Club funds should hold the signatures of the Treasurer and Chairman.

8. Annual General Meeting

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days notice to be given to all Members.

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

Election of Officers is to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 5% of membership.

The Committee has the right to call extraordinary general Meetings (EGMs) outside the AGM. Procedures for EGMs 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 Secretary.

The Committee will meet to hear complaints within 30 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 14 days of the hearing.

There will be the right of appeal to the Committee following disciplinary action being announced. The Committee should consider the appeal within 30 days of the Secretary receiving the appeal.

10. Dissolution

A resolution to dissolve the Club can only 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 Mounts Bay Community Sports College.

11. Amendments to the Constitution

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

12. Declaration

The Mounts Bay Harriers hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

Signed: **Date:** 31.01.2018

Name: **Chair / Club Captain**