

CLAYTON-LE-MOORS HARRIERS

CLUB CONSTITUTION

1. **TITLE** This Club shall be called the “Clayton-le-Moors Harriers”, hereafter referred to as the Club.

2. **CLUB MOTTO** The motto for the Club and its members shall be “MENS SANA IN CORPORE SANA”.

3. **OBJECT**

The object of the Club is to provide facilities for and promote participation in the following disciplines of the sport of athletics, as defined by UK Athletics:

1. ROAD RUNNING 2. CROSS COUNTRY 3. FELL AND HILL RUNNING 4. TRAIL RUNNING

4. **CLUB COSTUME**

(a) The official costume of the Club shall consist of a white singlet, with a tangerine band between two narrow black bands around the chest, and black shorts.

(b) The Committee shall encourage members, when competing in the name of the club, to wear the official club costume.

5. **MANAGEMENT**

(a) The Club shall endeavour to elect annually from its membership a President, Ladies' Captain and Men's Captain. The Club shall elect annually from its membership the following “Officers of the Club”: Chair, Secretary and Treasurer. Should there be no Chair elected the role will be held by the Committee as ‘Joint Chair’ to meet the aims and objectives of the club. The Club shall elect annually from its membership a Committee comprising of: The Officers of the Club and the following post holders: Membership Secretary, Junior Organiser, Ladies' Team Manager, Men's Team Manager, Race Representative, one person who has not served on the committee in both of the preceding two years, and two other persons. The Club shall elect annually an Auditor who need not be a member. Any member may hold more than one position if the Annual General Meeting so decides. The Committee may elect annually persons who need not be members to assist in the day-to-day running of the Club, with responsibility for a specific aspect of Club affairs: e.g. Race Organisers, Statisticians etc.

(b) A quorum of the Committee shall be four elected members.

(c) The Committee shall meet as often as is necessary in the view of the President, Chair or Secretary and in any case not less than four times a year. The business of all meetings and the names of those present shall be minuted.

(d) The Committee has power to fill any vacancy, except the posts of President, Ladies' Captain and Men's Captain, which may arise through resignation or unexplained and persistent absence. The committee has power to make or revise any rules as may be deemed expedient. The Committee has power to form a sub-committee for special purposes which must conform to any regulations imposed upon it by the Committee.

(e) The Committee shall have power to co-opt for specific purposes up to four members of the Club to serve on the Committee or sub-committee.

(f) The Committee shall deal as it sees fit with any member found guilty of uncivilised or unsporting conduct, or of violating the rules in any way or whose conduct is antagonistic to the best interests of the Club.

(g) Any matters arising not covered by the Constitution or rules shall be dealt with by the Committee who will submit recommendations to the next Annual General Meeting to prevent the reoccurrence of similar circumstances.

(h) All Committee meetings shall be open meetings. Any member shall be able to attend and speak on a motion, but without voting rights, subject to one day's notice being given in writing to the Secretary. An item shall be included on a Committee meeting's agenda subject to fourteen days' notice being given in writing by any member to the Secretary.

6. **MEMBERSHIP**

(a) Membership of the Club shall be open to anyone without discrimination who: wishes to meet the object of the Club; agrees to abide by the Constitution; and agrees to pay the appropriate rate of subscription.

(b) The Club has two types of membership: Full membership for persons who compete in the name of the Club; and Associate membership for persons who do not compete in the name of the Club.

(c) All applications for membership must be made on the form provided.

(d) All applications for which the subscription has been received shall be voted upon at the next Committee Meeting. The Committee shall not consider any application for which the subscription has not been received. The outcome of each application shall be communicated to the applicant in writing. A Full member's age as at the date of acceptance shall determine the rate of subscription payable on joining the Club. The subscription for an application accepted on or after 1st September from a person who has not been a paid up member during the previous five years shall cover membership until 31st December of the following year.

(e) A member who had resigned from the Club and subsequently has a membership application accepted shall not be required to pay a further subscription in respect of any period for which a subscription had previously been paid.

(f) The committee has power, at its discretion, to accept a new membership application from a member owing two or more years' subscriptions and in consequence waive previous years' subscriptions.

(g) Any person whose application for membership is not accepted or who is expelled from the Club shall have the right of appeal to the members of the Club. A request for an appeal must be submitted in writing to the secretary within one month of receipt of the decision concerned. The appeal shall take place within three months of receipt of the request at an Annual General Meeting or Special General Meeting. The appeal shall be chaired by a person other than the chair of the committee meeting that made the decision that is the subject of the appeal.

(h) All Full members must at all times conform to UK Athletics rules.

(i) Competition for Club championships shall be open to first claim members only. Eligibility for other Club competitions shall be determined by the committee.

7. RESIGNATION A member intending to withdraw from the Club shall give notice in writing to the Secretary and his membership terminates on the date of posting of the notice, unless he is financially indebted to the Club, in which case the Committee may withhold final acceptance of the resignation until the member has discharged his liability. A member not having terminated his membership by 31st December shall be liable for the following year's subscription.

8. FINANCE

- (a) All accounts of the Club shall be balanced at 30th June in each year and submitted, after independent audit, to the Annual General Meeting that follows that audit.
- (b) The Club is a not-for-profit organisation. Any surplus of Club funds is to be retained by the Club and is not to be distributed to members or any third party.
- (c) All withdrawals written against the funds of the Club shall be signed by two of the Officers of the Club, one of whom shall normally be the Treasurer.
- (d) The annual subscription shall be fixed at an Annual General Meeting or Special General Meeting for the following classes of member: Full (Senior), Full (Under 23), and Associate.
- (e) The subscription for each year becomes due on 1st January. Members whose subscription is not received by 7th January shall not be eligible to represent the Club in any race, to receive Club awards, to vote at meetings, or to receive information.

9. ANNUAL GENERAL MEETING

- (a) A General Meeting shall be held during the month of September each year to receive the Committee's Report and Financial Statements, to elect the post holders specified in Item 5(a) for the following year, and to deal with any other matter on the agenda. The Secretary must give two months' notice of the meeting.
- (b) A quorum for the AGM shall consist of twelve members present in person.
- (c) Motions for the AGM must be in writing and in the hands of the Secretary fourteen days before the meeting.
- (d) Members who have given long and distinguished service to the Club may be elected to Life or Honorary membership at an AGM.

10. SPECIAL GENERAL MEETINGS

- (a) A Special General Meeting may be called at any time at the discretion of the Committee. The Secretary must call a Special General Meeting to be held within twenty-eight days of receipt of the written request, signed by at least twenty members, stating as a formal motion the business to be dealt with at the meeting called. All members must receive written notice at least fourteen days prior to the holding of a SGM, with details of the business to be brought before the meeting.
- (b) A quorum for a Special General Meeting shall consist of twelve members present in person.

11. NOMINATIONS AND VOTING

- (a) Nominations for all posts elected at an AGM shall open two months before and close fourteen days before the meeting. Nominations must be proposed and seconded by members aged at least 16 years. Nominations shall be made to the secretary either verbally in the presence of both the proposer and seconder or in writing. If more than one valid nomination is received for a post, the Secretary shall inform the nominees concerned in writing at least seven days before the meeting. Nominations for a post shall only be accepted at an AGM if no valid nomination has been received beforehand. All nominees for posts elected at an AGM must be aged at least 18 years as at the date of the election.
- (b) Nominations for any post in a member's absence shall only be accepted when the member concerned has given his consent to the nomination going forward.
- (c) Except as provided for under Items 8(e) and 11(g), all members aged at least 16 years have equal voting rights at an AGM or SGM. Members aged under 16 years do not have the right to vote at an AGM or SGM.
- (d) In the event of more than the required number of nominations, duly proposed and seconded for any post, voting shall be:
 - (i) Where a straight choice exists for any one position between two nominees, voting shall be by a show of hands taken in the nominees' absence.
 - (ii) Where a multiple choice exists for any one position, voting shall be by a show of hands taken in the nominees' absence, and shall continue on an elimination basis until one nominee acquires a majority over all of the votes of the remaining nominees.
 - (iii) Where a maximum number of Committee places is exceeded by the number of nominations, voting shall be by a ballot in which the nominees may participate. Members shall record their choices of members equivalent to the number of available places. Successful nominees shall be those up to the desired number acquiring the highest number of votes.
- (e) Alterations to the Constitution must be dealt with at an AGM or SGM, properly convened in accordance with Items 9 and 10. Voting on such alterations shall be by show of hands. The proposition, duly proposed and seconded, will be carried by a two thirds majority of the votes cast.
- (f) Voting on all other propositions shall be by show of hands, and shall be carried by a simple majority of the votes cast. This voting procedure for such propositions, shall apply at Committee, Annual or Special General Meetings.
- (g) Proxy voting is allowed at an AGM or SGM. A member may appoint a proxy, who must be a member entitled to vote, by informing the Secretary in writing at least 72 hours before the commencement of the meeting. All proxy votes held by a member and that member's own vote must be cast in the same direction, or not cast at all.
- (h) Proxy voting is not allowed at Committee meetings.

12. WINDING UP

- (a) A proposal that the Club be disbanded or that the Club amalgamate with any other athletic club must be dealt with at a Special General Meeting, properly convened in accordance with Item 10, proposed and seconded, will be carried by a three quarters majority of the votes cast. Proposals to amalgamate must be approved by the executive committee of England Athletics for affiliation as a new body, and this application would be considered on its merits.
- (b) On being disbanded, any remaining assets of the Club shall be transferred to the accounts of England Athletics, to be used for the benefit of community athletics. On amalgamation with any other athletic club, any remaining assets of the Club shall, on registration of the amalgamated club with HM Revenue & Customs as a Community Amateur Sports Club, be transferred to the accounts of the amalgamated club.