

ORCHARD EAGLES RUNNING CLUB

CLUB CONSTITUTION

Name and Office

The Club shall be called *Orchard Eagles Running Club*.

The Club colours shall be: Black Vest with white side stripe and white text.

The Club will be affiliated to the sport's governing body, England Athletics, and will abide by the rules and regulations set down by UK Athletics (UKA).

Objectives

The aims and objectives of the Club are:

- To offer support and competitive opportunities in running;
- To encourage the practice, promotion, development and participation of running at local level and the wider running 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 provide training sessions suitable for all members to improve stamina and technique, in a social environment.

Ethos/Club Equity Statement

The Club is committed to ensuring that equity is incorporated across all aspects of its operations, activities and development. In doing so, the Club acknowledges and adopts the following Sport England definition of sports equity:

'Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone society.'

The Club respects the rights, dignity and worth of every person and shall treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All Members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The Club will deal with any incidence of discriminatory behaviour seriously according to the Club's disciplinary procedures.

Exercise of Powers

In furtherance of the Objects but not otherwise the Club may exercise the following powers:

- to carry on a sports club;
- to provide sports coaching, training and equipment;
- to participate in and organise leagues, competitions, tournaments and matches and related activities;

- to provide information, advice and guidance in running and/or athletics, competitions, coach development and other related activities;
- to publish or distribute information including by means of reports, books, leaflets, films, videos, websites and any other media;
- to draw, make, accept, endorse, discount, execute and issue promissory notes, bills, cheques and other instruments and to open and operate bank accounts in the name of the Club;
- to accept or disclaim gifts of money or any other property;
- to raise funds and to invite and receive contributions;
- to purchase, take on, hire, lease, acquire, alter, improve, construct and maintain property and equip it for use;
- to set aside income for special purposes or as a reserve against future expenditure but only in accordance with a policy in Writing on reserves determined by the Committee; and
- to do all such other lawful things as may further or are conducive to the Objects or any of them.

Club Finances and Property

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 March.

A 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 Treasurer plus one other member of the Management Committee.

Claims made by members against Club funds must be submitted with a receipt unless by prior agreement with the Committee or the Treasurer.

Club Affiliation

Subject to these Rules and the general law, the Club shall (as the case may be) become a member of or affiliate to England Athletics and any constituent body designated to it by England Athletics and the Club shall comply with and uphold the rules and regulations of England Athletics and of any such constituent body for the time being in force.

Club Membership

A list of club members will be maintained by the Membership Secretary.

All present and future members will receive fair and equal treatment. Membership should 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 practice that the club has adopted.

Members can be enrolled at any point throughout the year as full members from April 1st until March 31st, when memberships will be renewed.

Membership of The Club shall be open to all persons irrespective of race, ethnic origin, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs.

Members entering an event that have stated on any entry form that their affiliation is to Orchard Eagles Running Club, must wear The Club colours, (special dispensation is given when running for charity).

Should the conduct of any member render it necessary, they may be expelled from the club by in line with the terms of the Grievance and Disciplinary Policy.

Membership fees and club charges will be reviewed annually and agreed by the Management Committee or determined at the Annual General Meeting.

The Committee or the Members may from time to time fix the levels of admission fees and annual subscriptions to be paid by different categories of Members provided that the Committee or the Members (as the case may be) shall use its best endeavours to ensure that any such fees or subscriptions do not preclude open membership of the Club. Any cases of *hardship* will be reviewed by the Committee and/or Treasurer.

Any person who wishes to be a Member must complete the Membership form before running with the club.

Membership is not transferable to anyone else.

Cessation of Membership

Membership of the Club shall terminate if:

- the Member, being an individual, is convicted of a criminal offence which involves dishonesty or any other offence, relating to safeguarding, drugs and any crime involving violence (including any convictions relating to children) at the committee's discretion
- the Member resigns by notice in writing to the Club by giving at least seven days' notice in writing to the Club provided that upon such resignation the number of Members is not less than one.
- the Member is removed from membership by a resolution of the Committee as a result of application of the Club's (or England Athletics) disciplinary policy.

Any person ceasing to be a Member forfeits all rights in relation to and claims upon the Club, its property and its funds and has no right to the return of any part of his subscription fee. Without prejudice to the foregoing, the Committee may refund an appropriate part of a resigning Member's subscription fee if it considers it appropriate in all the circumstances.

In the event of a Member's resignation or expulsion, his or her name shall be removed from the Club's register of members.

London Marathon Club Entry Allocation:

The eligibility for a club London Marathon place(s) must meet the following criteria:

- Qualifies as member of The Club in the year preceding the London Marathon.
- Is affiliated with the club.
- Is an attending member of The Club the year of the London Marathon.
- Had entered and has been rejected from the general ballot (evidence required).
- Has not received a London Marathon club place previously.

General Meetings

The Committee shall call an Annual General Meeting (**AGM**) each year and no more than fifteen months shall pass between one AGM and the next following one. The business of an AGM shall include:

- the receipt of a report of the activities of the Club over the previous year;
- the receipt of a report of the Club's finances over the previous year;
- the election and retirement of Officers. All members have the right to vote at the AGM;
- any other business.

All General Meetings other than the AGM shall be called Extraordinary General Meetings (**EGMs**).

An EGM may be called at any time by the Committee at that time and shall also be called within fourteen days of the receipt by the Secretary of a requisition in Writing, signed by not less than ten Members stating the purposes for which the EGM is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

Notice of General Meetings

An AGM or EGM shall be called on at least twenty-one clear days before the meeting save that 90% of all the Members may agree to shorter notice.

The notice shall specify the date, time and place of the meeting and the general nature of the business to be transacted and, in the case of an AGM, shall specify the meeting as such.

The Secretary shall notify each of the date of a General Meeting (whether an AGM or an EGM) together with the resolutions to be proposed.

The accidental omission to give notice of a General Meeting to or the non-receipt of notice of a General Meeting by any person entitled to receive notice shall not invalidate the proceedings at that meeting

Powers of the Committee

The Committee shall be responsible for the management of all the affairs of the Club and may exercise all the powers of the Club.

No alteration of these Rules and no such direction by the Members shall invalidate any prior act of the Committee which would have been valid if that alteration had not been made or that direction had not been given.

The Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Rules.

The Committee may, delegate to any person, company or sub-committee any of its powers or functions, the implementation of any of its decisions or the day-to-day management of the affairs of the Club by such means, to such an extent, in relation to such matters or areas and on such terms as they may determine in accordance with these Rules.

Subject to these Rules and the general law, the Committee shall so exercise its rights, powers and duties and shall where appropriate use its best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in furtherance of the Objects and in accordance with the rules and regulations of England Athletics and UKA for the time being in force.

The Committee

The Committee shall consist of the following Officers:

- Club Chair;
- Club Treasurer;
- Club Secretary;
- Welfare Officer;
- Membership Secretary;
- any other Officers elected at a General Meeting.

Each Officer shall hold office from the date of election until the conclusion of the next AGM. A retiring Officer may be re-elected at the AGM.

Minutes

The Committee shall cause minutes to be made in books kept for the purpose:

- of all appointments of Officers made by the Members or the Committee;
- of all resolutions of the Members and of the Committee (including decisions of the Committee made outside a meeting); and
- of all proceedings and reports of meetings of the Club and of the Committee, and of sub-committees, including the names of those present at each such meeting.

Personal Risk

Members acknowledge and accept that playing or participating in sport of any kind can be dangerous and may result in injury and damage to property. Members and guests shall take personal responsibility for their own actions and play or participate in the Club's sporting activities at their own risk.

Bye Laws

The Committee may from time to time make such bye laws as they may deem necessary or expedient or convenient for the proper conduct and management of the Club and for the purposes of prescribing classes of and conditions of membership and in particular the Committee may by such bye laws regulate:

- the establishment of different categories of membership of the Club;
- the admission and classification of Members and the rights and privileges of such Members and the conditions of membership and the terms on which Members may resign or have their membership terminated and the entrance fees, subscriptions and other fees or payments to be made by Members;
- the creation of regulations, standing orders and bye laws for the better administration of the Club and to govern the functioning of sub-committees to assist the Committee in the better administration of the Club;
- the adoption or alteration of such other regulations or policies as the Committee thinks fit;
- the conduct of Members in relation to one another and to the Club's Officers, staff, volunteers or beneficiaries including disciplinary procedures;
- the terms on which Members and guests may be permitted to take part in the Club's sporting activities;
- the setting aside of the whole or any part of parts of the Club's premises at any particular time or times or for any particular purpose or purposes;
- any licensable or other regulated activities of the Club.
- the procedure at General Meetings and meetings of the Committee and sub-committees insofar as such procedures are not regulated by these Rules;
- the appointment of proxies, the form and content of proxy notices, the delivery of proxy notices to the Club and the revocation of such appointments;
- any procedures to assist the resolution of disputes within the Club;
- generally, all such matters as are commonly the subject matter of club rules;
- provided that nothing in such bye laws shall prejudice the Club's affiliation to England Athletics.
- The Club in General Meeting shall have power to alter, add to or repeal the bye laws and the Committee shall adopt such means as they think sufficient to bring to the notice of the Members all such bye laws.

Complaints and Disputes

All concerns, allegations or reports of malpractice or abuse relating to the welfare of children or vulnerable adults will be recorded and responded to swiftly and appropriately in accordance with the Club's and UKA's/EA's safeguarding policy and procedures. The Welfare Officer shall be the lead Officer for all Members in the event of any safeguarding concerns.

Any complaints of misconduct (improper or unprofessional conduct) regarding the behaviour of Members or Officers shall be dealt with by the Club in accordance with its Grievance and Disciplinary Policy and appeals process and must

be presented in writing to the Secretary (and where the matter relates to the Secretary, the complaint must be submitted to the Welfare Officer). Unless exceptional circumstances apply, the Secretary will hear complaints within fourteen days of receiving a complaint. If the complaint is sufficiently evidenced, the Secretary will appoint 3 (three) Club Members (who have no direct or indirect interest/involvement in the matter) to sit on a disciplinary panel. A decision of the disciplinary panel shall be final and conclusive.

Any appeals must be received by the Secretary within 7 (seven) days of receiving the written decision and, if appropriate, the appeals process will be followed.

Alteration of the Rules

No alterations or amendments shall be made to or in the provisions of these Rules except by resolution at a General Meeting in accordance with these Rules.

Dissolution

A resolution to dissolve the Club may only be proposed at a General Meeting and shall be carried by the majority of at least three-quarters of the Members present.

The dissolution shall take effect from the date of the resolution and the Committee shall be responsible the winding up of the assets and liabilities of the Club.

Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be applied or transferred to another club or England Athletics for use by them related to community sports.

Declaration

The Club duly adopted these Rules as its governing document on *August 31st 2021*

Signed

Chair

Sean Boland

Signed

Secretary

Elizabeth Wilson

*Approval date: 17th August 2021
Review date: September 2024*