

Hull Thursday RC Club Constitution February 2019

1. Name of Club

The Club will be called Hull Thursday Road Club (hereinafter will be referred to as The Club) and may also be known as HTRC. Hull Thursday Road Club will be affiliated to various cycling organisations, as determined at the Annual General Meeting.

2. Aims and Objectives

The aims and objectives of The Club will be:

- To offer social and competitive opportunities in cycling, including coaching
- To promote The Club within the local community and cycling
- 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.

3. Membership

(a) Membership of The Club is open to anyone interested in promoting, volunteering, or participating in cycling, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

(b) The membership shall consist of the following categories:

- Under 16 years
- 16 to 22 years
- 23 to 64 years
- 65 years +
- Life Member

(c) 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.

(d) Members in each category, except Life Members and members serving on the committee, will pay membership fees, as determined at the Annual General Meeting.

(e) Individuals shall not be eligible to take part in the business of The Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by The Club committee.

(e) Nominations for Life Membership shall be submitted to the Secretary by the end of The Club's financial year for verification at the next Annual General Meeting. The criteria that will be used when considering nominations for Life Membership are:

(i) Minimum 15 years of concurrent Club membership.

(ii) Minimum 10 years in specific roles that contribute to the benefit of The Club, for example: serving on the committee, organising cycling and social events, fundraising activities, event support roles, representing The Club on regional committees, associations and councils.

(iii) Has demonstrated an attitude and demeanour that reflects dedication to the values of The Club including good sportsmanship.

(iv) Has provided valued leadership to The Club and is considered a role model.

4. Sports Equity

(a) This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it 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 in society.

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

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

(d) All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

(e) The Club will deal with any incidence of discriminatory behaviour seriously, according to Club disciplinary procedures.

5. Anti-bullying

Bullying can take the form of negative behaviour: verbal, psychological or physical; or by electronic means i.e., Internet, email, text, or social media. The Club recognises the serious nature of bullying and the negative impact that it can have on people's lives and is therefore fully committed to the following key principles in preventing and tackling bullying behaviour:

(a) This Club encourages members to disclose and discuss incidents of bullying behaviour in a nonthreatening environment.

(b) Promotes respectful relationships across the membership.

(c) If an incident of bullying is reported to another member or committee member the committee will notify The Club's Welfare Officer. The Welfare Officer has the committee's full authority to make enquiries as they see fit and report back to the committee for a decision on what action will be taken.

6. Committee

(a) The affairs of The Club shall be conducted by a Committee, which shall consist of the Secretary, Assistant Secretary, Treasurer, Road Race/Track Secretary, Time Trials Secretary, Off-Road Secretary, Coach, Magazine Editor, Press/Publicity Officer, Youth Development Officer, Website Editor,

Clothing Officer plus four others, who shall be elected at the Annual General Meeting.

(b) All committee members must be members of The Club.

(c) The following non-committee positions shall also be elected at the Annual General Meeting and may be held by a member in addition to a committee position above (auditor excepted): Trophy Custodian, Equipment Officer, Membership Officer and Welfare Officer. Two Auditors shall be elected who must not also hold a committee position.

(d) The position of President is an honorary non-committee role to be invited by the committee at the first committee meeting following the Annual General Meeting. Nominations for President should be sent to The Club Secretary prior to the AGM or may be made at the AGM. In the event of there being more than one nomination, selection will be made by secret ballot. The President's term of office will be for a maximum of 3 years.

(e) No officer of The Club shall serve upon any other committee of a cycling club.

(f) The term of office shall be for one year, and members shall be eligible for re-election.

(g) If the post of any officer or ordinary committee member should not be filled or fall vacant after such an election, the Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

(h) The Committee will be responsible for adopting new policy and codes of practice that affect the organisation of The Club.

(i) The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.

(j) 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 of suspension or discipline following such hearings.

(k) The committee meetings will be convened by the Secretary of The Club and be held no less than 6 times per year.

(l) Only committee members will have the right to vote at committee meetings.

(m) The quorum required for business to be agreed at Committee meetings will be 6 committee members.

7. Finances

(a) The Club treasurer will be responsible for maintaining The Club's accounts and for providing financial information to the committee and other parties as required.

(b) The financial year of The Club will start on 31st December and end on 30th December.

(c) All Club monies will be banked in accounts held in the name of The Club.

(d) An audited statement of annual accounts will be presented by the treasurer at the Annual General Meeting.

(e) Cheques and payments drawn against Club funds must hold the signature of one of the designated signatories. Any requirement for multiple signatures to be reviewed at the AGM.

(f) All members of the Committee shall be jointly and severally responsible for the financial liabilities of The Club.

8. Annual General Meetings and Extraordinary General Meetings

(a) General Meetings are the means whereby the members of The Club exercise their democratic rights in conducting The Club's affairs.

(b) The Club shall hold the Annual General Meeting (AGM) in the month of February to:

- Approve the minutes of the previous year's AGM.
- Receive a report from the Treasurer and approve the Annual Accounts.
- Receive reports from the Secretary, Road Race/Track Secretary, Time Trial Secretary, Youth Development Officer, Magazine Editor and Website Editor.

- Elect the officers on the committee.
- Agree the membership fees for the following year.
- Consider any proposed changes to the Constitution.
- Deal with other relevant business.

(c) Notice of the AGM will be given by the Club Secretary with at least 28 days' notice to all members.

(d) Nominations for officers of the committee may be sent to the Secretary prior to the AGM or made in person at the AGM. Existing committee members may present themselves for re-election.

(e) Proposed changes to the constitution shall be sent to the Secretary prior to the AGM, who shall publicise them in the agenda at least 7 days before an AGM.

(f) All members have the right to vote at the AGM.

(g) The quorum for AGMs will be 12 Club members.

(h) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 15 members of The Club. The committee shall also have the power to call an EGM by decision of a simple majority of the committee members.

(i) All procedures shall follow those outlined above for AGMs.

9. Amendments to the constitution

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

10. Discipline and appeals

(a) All concerns, allegations or reports of poor practice/abuse/bullying relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with The Club's child protection policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

- (b) All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- (c) The Committee will meet to hear complaints within 28 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.
- (d) 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.
- (e) There will be the right of appeal to the Committee following disciplinary action being announced. The Committee should consider the appeal within 28 days of the Secretary receiving the appeal.

11. Club Championships and Records

- (a) The rules and regulations relating to Club Championships and Club Records are maintained separately and can be found on the Club website.
- (b) Any alteration or addition to these rules must be approved at the AGM.

12. Dissolution

- (a) A resolution to dissolve The Club can only be passed at an AGM or EGM through a majority vote of those present.
- (b) In the event of dissolution, all debts should be cleared with any club funds. Any assets of The Club that remain following this will become the property of Cycling UK.

13. Declaration

Hull Thursday Road Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name:

Position:

Sign:

Date:

Name:

Position:

Sign:

Date: