

CLUB CONSTITUTION

1. **NAME:** This will be “**Chichester Runners and A. C.**” which will be affiliated to U.K. Athletics.
2. **OBJECTIVE:** The prime object of the Club shall be to promote amateur athletics whilst offering coaching and competition and ensuring a duty of care to all its members.
3. **MEMBERSHIP:**
 - 3.1. The Club shall consist of amateurs according to the AAA definition of an amateur.
 - 3.2. Application for membership shall be made in writing on a Club approved document to the Secretary, and approved by a committee of three, the “Membership Committee”, to be appointed annually at the first Management Committee meeting of each year.
 - 3.3. Subscriptions must be paid within three months of each subscription year or upon applying for membership. Failure to comply shall result in membership termination.
 - 3.4. To resign, a member must inform the Management Committee in writing. Upon resignation no subscription, either in part or in full, is refundable.
 - 3.5. Any member guilty of misconduct (i.e. including but not limited to behaviour contrary to the constitution, the Coaches’ Code of Conduct and the Child Protection Policy), may be cautioned once or expelled from the Club by a majority decision of the Management Committee given in writing. Any person expelled will have the right to appeal to the Management Committee at a meeting called at his/her request not later than 2 weeks from the date of expulsion. The Management Committee decision shall be binding.
 - 3.6. All members will be subject to the regulations of the Club.
 - 3.7. Members will be enrolled in one of the following categories: Full member, Junior member, Honorary member, Associate member. Honorary members may only be appointed with the approval of the Management Committee.
4. **MANAGEMENT:**
 - 4.1. The Management Committee shall consist of a Chairman, Secretary, Treasurer and up to six other members who will be elected at the Annual General Meeting (AGM).
 - 4.2. All Management Committee members shall retire each year, but be eligible for re-election.
 - 4.3. The Management Committee shall meet as appropriate but at least every two months.
 - 4.4. A quorum for the Management Committee shall be four committee members, to include the Chairman or Secretary.
 - 4.5. All decisions will be by a majority vote. The Chairman shall have the casting vote in the event of a tie.
 - 4.6. The Management Committee has the power to co-opt extra members up to a limit of three and to form sub-committees, as and when considered necessary.
 - 4.7. A competent individual shall be appointed annually to carry out an “independent examination” of the Club’s records and accounts. This individual must not be a member of the Management Committee.
5. **FINANCE:**
 - 5.1. All Club monies will be banked in an account(s) held in the name of the Club.
 - 5.2. The Club Treasurer shall be responsible for the finances of the Club.
 - 5.3. The financial year shall end on 30th September.
 - 5.4. An audited statement of annual accounts will be presented by the Treasurer at the AGM.
 - 5.5. Any cheques drawn against the Club must hold the signatures of any two of the Chairman, Secretary and Treasurer.

6. ANNUAL GENERAL MEETING:

- 6.1. The AGM will be held within 60 days of the financial year-end and the following business shall be undertaken.
 - the Annual Club report will be presented and discussed;
 - the audited accounts will be presented;
 - the Management Committee will be elected.
- 6.2. A minimum of 15 days notice advising of the AGM must be given in writing on the Club notice board. Other methods of communicating the AGM should also be used.
- 6.3. Motions to be discussed must be submitted in writing to the Club Secretary no less than 2 days before the meeting.
- 6.4. All votes shall be subject to a majority decision.
- 6.5. One quarter of all fully paid up senior and honorary members or their proxies will constitute a quorum. Failure to obtain a quorum shall result in a further AGM being called within the following 30 days for which the quorum shall be the same quorum as for Management Committee meetings.
- 6.6. Only fully paid up senior members or honorary members will be eligible to vote.
- 6.7. The Chairman shall have the casting vote in the event of a tie.

7. CLUB COLOURS:

- 7.1. The colours of the Club shall be white vest with horizontal green band.
- 7.2. Club colours must be worn by members representing the Club when other clubs are competing.

8. AMENDMENTS TO THE CONSTITUTION:

- 8.1. The Management Committee, by a two-thirds majority, may propose amendments to the Constitution. The changes may be made only at the AGM or an Extraordinary General Meeting (EGM) called for that purpose. 30 days notice must be given for an EGM. The same quorum must apply as for an AGM. If the motion is passed by a two-thirds majority, the amendment to the Constitution will be adopted.
- 8.2. Alternatively, 10 senior fully paid up or honorary members may petition the Club Secretary in writing, to call an EGM in which the conditions in 8.1 will apply with respect to calling the meeting and voting in it.
- 8.3. Voting rights as at the AGM pertain.

9. DISSOLUTION:

- 9.1. The Management Committee, by a two-thirds majority, may decide to dissolve the Club. They must then call an EGM giving 30 days notice to all Club members. If the motion is passed by a two-thirds majority, the Club is then dissolved.
- 9.2. Alternatively, 10 senior fully paid up or honorary members may petition the Club Secretary in writing, to call an EGM in which the conditions in 9.1 will apply with respect to calling the meeting and voting at it.
- 9.3. Voting rights as at the AGM pertain.
- 9.4. Upon dissolution any funds remaining after all debts have been met will be donated to the County AAA to be used in the furtherance of amateur athletics in the County.

10. **THIS CONSTITUTION** was adopted at a meeting held on.....

SIGNED:

D. J. Worcester
Chairman.

P. J. Baker
Secretary