



## CLUB CONSTITUTION

### 1 Name

The Club will be called THANET ATHLETICS CLUB and will be affiliated to the National Governing Body of the Sport.

### 2 Aims and Objectives

The aims and objectives of the Club will be:

- To offer coaching and competitive opportunities in track and field athletics
- To promote the Club within the local community
- To be listed as the host Club at The Marlowe Academy athletics facility
- To ensure a duty of care to all members and visitors of the Club
- To provide all its services in a way that is fair to everyone

### 3 Club Equity Statement

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.*

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.

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 Club 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 Club disciplinary procedures.

#### **4 Membership**

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 will be enrolled in one of the following categories:

- Senior
- Junior
- Associate
- University Student

#### **5 Membership Fees**

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

Fees will be paid annually unless otherwise agreed by the Chairperson and Secretary.

#### **6 Officers of the Club**

The officers of the Club will be:

- Chairperson
- Vice Chairperson
- Treasurer
- Secretary
- Press Officer
- Head Coach
- Junior Coach/Team Manager
- Child Protection & Welfare Officer
- Lead First Aider

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment. The need for new lead positions will be submitted and elected before the AGM

#### **7 Management Committee**

The Club will be managed through the Management Committee consisting of:

- Chairperson
- Vice Chairperson
- Treasurer

- Secretary
- Head Coach
- Junior Coach/Team Manager
- Child Protection & Welfare Officer

Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee meetings will be convened by the Secretary of the Club and held no less than four times per year.

The quorum required for business to be agreed at Management Committee meetings will be four.

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

The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business

The Management Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

## **8 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 31 March.

The annual accounts will be prepared by the treasurer and approved by the committee prior to presentation at the Annual General Meeting.

If the club turnover should exceed £10,000 per annum the accounts shall be subject to an independent examination to verify that they are in accordance with club records. The independent examiner shall be approved by the committee on an annual basis.

Any cheques drawn against Club funds should hold the signatures of the Treasurer and the Chairperson.

## **9 Annual General Meetings**

The Annual General Meeting (AGM) will usually be held in October each year with the date to be agreed by the Management Committee. At least 21 days notice of the AGM must be given to all Club members. The notice will be sent out with a provisional agenda, the minutes of the previous AGM, the Secretary's Report and the Treasurer's Report for the year of the previous year.

Nominations for Officers of the Club and additional agenda items must be sent in writing to the Secretary at least seven days before the date of the AGM.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Elections of officers are to take place at the AGM.

All members age 11 and over have the right to vote at the AGM.

The quorum for AGMs will be 25% of the membership.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## **10 Discipline and appeals**

All concerns, allegations or reports of poor practice/abuse 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 Child Protection & Welfare Officer is the lead contact for all members in the event of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within seven 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 seven days of the hearing.

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

## **11 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 another local club with similar objectives to those of the Club.

## **12 Amendments to the constitution**

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

## **13 Declaration**

THANET ATHLETICS CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:

Date:

Name:

Position: Club Chairperson

Signed:

Date:

Name:

Position: Club Secretary

Revised on 10<sup>th</sup> March 2010

Approved by Management Committee on 18<sup>th</sup> March 2010