

Constitution: Somerset RC Tri Ltd

1. Name

The “Club” is called Somerset RC Tri Ltd, a not-for-profit sports club that is limited by guarantee.

2. Registration & Affiliation

The Club will be registered at Companies House as a Limited by Guarantee (LBG) organisation

The Club will be affiliated to Triathlon England, the national governing body for the Club's sport.

3. Aims and Objectives

- To offer coaching and competitive opportunities in triathlon.
- To promote the Club within the local 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 ensure that all present and future members receive fair and equal treatment.

4. Membership

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 conduct that the Club has adopted.

Members will be enrolled in one of the following categories:

- Full member - an individual above age 18.
- Family member - includes partner and children up to age 18 living at home.

- Junior member- in full-time education up to age 18.
- Social member - non-competing, non-attende of coached sessions.

5. Membership Fees

Membership fees will be set annually and agreed by the Management Committee. Fees will be paid annually and be due on the 1st March each year.

6. Officers of the Club

The officers of the club are:

- Chairman
- Vice Chairman
- Honorary Secretary
- Treasurer
- Head of Coaching
- Publicity Officer
- Junior Co-ordinator
- Welfare Officer
- Any other relevant position as agreed from time to time by the Management Committee

Officers will be elected annually at the Annual General Meeting and should be proposed and seconded by two existing members of the Club.

All officers will retire each year but will be eligible for reappointment. No officer will remain in post for more than three consecutive years unless no other candidates are nominated for a particular post.

If a post is not filled at the AGM, the Management Committee may, at their discretion, co-opt a member to fill a vacant post until the next AGM.

7. Committees

The Club will be managed through a Management Committee consisting of the officers as described in section 6 (above) and the chairpersons of the Race, Coaching, Juniors and Social committees (and of any other committees that may be established as agreed upon from time to time by the Management Committee) as detailed below. In addition, up to four other members of the Club (who are not officers of the Club) may be co-opted to the Management Committee by the Management Committee each year.

Only these officers and members will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the Club, with the aim of meeting no less than four times per year.

The quorum required for business to be agreed at Management Committee meetings will be 5.

The Management Committee will, in particular, be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the Club, and will also be responsible for setting the rate of annual subscription for the Club.

The Management Committee will have powers to appoint sub-committees as deemed necessary, and to appoint advisers to the Management Committee as necessary to fulfil its business. In particular, it is envisaged that the Club will have a Coaching committee, a Race committee, a Junior committee, and a Social/Media committee. The chairpersons of all such Committees shall also sit on the Management Committee of the Club.

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 managing the finances of the club. The financial year of the club will end on 30 June each year.

An independently examined set of annual accounts will be submitted to Companies House within three months after the financial year end date. These accounts will also be presented by the Treasurer at the next Annual General Meeting. Any cheques drawn against Club funds should hold the signatures of the Treasurer plus at least one other officer (or as agreed upon by the Management Committee from time to time).

9. Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and also the accounts of the Club.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All paid-up members have the right to vote at the AGM.

The quorum for AGMs will be the lower of 25% of the membership or 15 members.

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, Code of Conduct and Appeals

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

The Management Committee will meet within 28 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 14 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 14 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 be transferred to a local Club with similar aims and objectives to the Club, as agreed upon by the Management Committee. Neither the Club, nor any member of the Club, should not profit from this transaction in any way.

12. Amendments to the Constitution

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

13. Declaration

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

SIGNED: DATE:
Name: Club Chair

SIGNED: DATE:
Name: Club
Secretary