

CLUB CONSTITUTION

1. NAME

1.1 The name of the Club is **Datchet Dashers**.

2. OBJECT

2.1 The Club's objects are the support, development, improvement and promotion of road running, cross country running and running fitness. The income and property of the Club shall be applied solely to those objects.

3. MEMBERSHIP

3.1 The members of the Club shall be those who are willing to obey the rules of the Governing body who have been admitted and maintained in membership by the Committee and who have paid the relevant Club subscription.

3.2 A candidate for membership must apply in writing using the form provided for that purpose. Membership may be declined by the Committee at their discretion.

3.3 Candidates for membership must be at least eighteen years of age.

3.4 There shall be three classes of membership:

Full Members,
Associate Members,
Honorary Members.

3.5 Full Members pay the full subscription, are affiliated to the Governing body and may take part in the running activities of the club.

3.6 Associate Members pay a reduced subscription, are not affiliated to the Governing body and may not take part in the running activities of the club without becoming Full Members. Typically they are the partners of Full Members and support the activities of the club in various ways.

3.7 Honorary members pay no subscription and are appointed from time to time by the Committee in recognition of service to the club. They are affiliated to the Governing body and may take part in the running activities of the club.

3.8 The Committee may remove a person from membership for good cause such as bringing the club into disrepute or being three months in arrears with their subscription. Notice of expulsion must be made in writing to the last known address of such a member.

4. THE COMMITTEE

4.1 The affairs of the Club shall be administered by a Committee consisting of at least, a Chairman, Secretary, Treasurer, Mens Captain, Ladies Captain, Fixtures Secretary, Social Secretary, Publicity Secretary and General Member.

4.2 The members of the Committee shall be elected annually by the members of the Club and shall be eligible for re-election. All posts are unpaid.

4.3 The Chairman of the Committee shall have held office on the committee for at least one previous year.

- 4.4 Individuals may hold more than one office at a time but the election process should seek to avoid this situation.
- 4.5 If any vacancies occur among the Committee members during the period between the annual elections, the Committee shall have the power to co-opt a replacement up to the next Annual General Meeting.
- 4.6 The quorum for a Committee meeting shall be three members present in person. When any financial business is to be transacted, there must be present either the Treasurer or a member of the Committee deputed by the Treasurer to represent his or her views to the meeting.
- 4.7 Should the Chairman be absent, or decline to take the chair, the Committee shall elect another member of the Committee to chair the meeting.
- 4.8 All committee meetings shall be open to Club Members who may listen to the discussion but may not vote on any of the issues raised. Members wishing to attend these meetings should give advance warning to the Secretary because accommodation at the meeting venues is very limited.
- 4.9 The Committee shall have control of the funds, property and administration of the Club and have ultimate responsibility for its activities.
- 4.10 The Secretary shall:
- a) give notice of meetings of the members and the Committee,
 - b) draw up the minutes of those meetings.
- 4.11 The Treasurer shall:
- a) keep proper records of the Club's financial transactions in accordance with currently accepted accounting rules and practices,
 - b) develop and implement control procedures to minimise the risk of financial exposure,
 - c) ensure that bills are paid and cash is banked in accordance with the procedures developed under (b),
 - d) prepare an annual budget for the Club and regularly inform the Committee of progress against that budget.
- 4.12 One nominated member of the Committee shall maintain a register of the members of the Club.
- 4.13 On leaving office Committee Members must promptly hand to their successors all official documents and records belonging to the Club, together with (on request from the Committee) any other property of the Club which may be in their possession; and must complete any requirements to transfer authority relating to control of the Club's bank accounts, building society accounts, or other financial affairs.
- 4.14 Without derogating from its primary responsibility, the Committee may appoint a sub-committee to deal with specific issues. Any sub-committee must have at least one elected Club Committee member who shall report to the main Committee.
- 4.15 The Committee shall have power to settle any disputed points not otherwise provided for in this Constitution
- 4.16 No member of the Committee shall be removed from office except by the approving votes of two thirds of those present in person or by proxy at a General Meeting.

5. RESIGNATION

- 5.1 Any member intending to resign from the club shall give notice in writing to the Club

Secretary. Their membership shall terminate on the date of that notice unless they are financially indebted to the Club in which case the Committee may withhold acceptance of the resignation until they have discharged their liability.

6. SUBSCRIPTIONS

- 6.1 Annual subscriptions shall be proposed by the Committee for approval by two thirds of those present in person or by proxy at the Annual General Meeting.
- 6.2 There shall be subscriptions for both Full and Associate Members.
- 6.3 Subscriptions shall be payable by members on joining the club and subsequently on the 1st January of each year. The subscriptions of members joining the Club on or after the 1st November will be valid for the whole of the following year.
- 6.4 The Committee may remove a person from membership for being more than three months in arrears with their subscription.
- 6.5 No member whose subscription is more than three months in arrears is eligible to represent the club, take part in any competition promoted by the club or enter any event as an affiliated club member.

7. ANNUAL GENERAL MEETING

- 7.1 An Annual General Meeting shall be held each year during the month of November for all the members of the Club.
- 7.2 The Secretary shall give every member at least 21 days' notice of the date of the meeting by post or E-mail.
- 7.3 The Agenda, including any proposed changes to the Club Constitution, shall be sent out with the notice of the meeting.
- 7.4 The Annual General Meeting will:
 - a) receive the annual reports of the Committee(Chairman, Ladies Captain and Mens Captain) for the previous year plus the annual accounts of the Club for the previous year,
 - b) elect Members of the Committee in accordance with paragraph 4.1 above,
 - c) consider any motions of which due notice has been given and any other relevant business.
- 7.5 Nominations for the Committee must be received in writing by the Secretary no less than 7 days before the date of the meeting. All nominations shall be seconded and have the consent of the nominee.
- 7.6 All members shall be eligible to vote at an Annual General Meeting regardless of their class of membership or how long they have been a member of the Club.
- 7.7 Signed postal votes from members who are unable to attend the meeting will be cast by the Secretary.
- 7.8 The quorum for an Annual General Meeting shall be 15% of the club membership present in person or by proxy of whom 3 must be members of the Committee.
- 7.9 When any financial business is to be transacted, there must be present either the Treasurer or a member of the Committee deputed by the Treasurer to represent his or her views to the meeting(provided that where it is a case of a deputy, the only financial business transacted shall be that which was set out in the agenda accompanying the notice of the Meeting).

8. SPECIAL GENERAL MEETING

- 8.1 A Special General Meeting may be called at any time by the Chairman, the Secretary or the Treasurer or on written request of ten or more members of the Club, stating the reason for which the meeting is to be called.
- 8.2 Rules 7.2, 7.3, 7.6, 7.7, 7.8 and 7.9 above shall also apply to the conduct of Special General Meetings.

9. CLUB COLOURS

- 9.1 Club Colours shall be a white vest or tee shirt featuring the club logo or design.
- 9.2 Any changes to Club Colours shall require the approving vote of two-thirds of those present in person or by proxy at a General Meeting.
- 9.3 Club Colours must be worn at Club Championship events for members to be eligible for championship points.
- 9.4 The old colours shall be valid in Club Championship events for the two years following any change to the colours.
- 9.5 New members waiting to receive Club Colours can be awarded Club Championship points at the discretion of the Mens or Ladies Captain.

10. CHANGES TO THE CONSTITUTION

- 10.1 Any alteration to this Constitution shall require the approving vote of two-thirds of those present in person or by proxy at a General Meeting.
- 10.2 Any defeated proposal for a constitutional change shall not be represented for a period of three years.

11. INTERPRETATION

- 11.1 Any question about the interpretation of this Constitution shall be settled by the Committee.

12. DISSOLUTION

- 12.1 The Club may be dissolved at any time by the approving votes of two thirds of those present in person or by proxy at a General Meeting.
- 12.2 In the event of the Club being dissolved its assets shall be distributed equally among the members.