

# **This is the constitution of Newport (Shropshire) Cycling Club**



## **Club Rules**

### **Key Rules**

#### **The Purposes of the Club**

1. The purposes of the club are to promote the amateur sport of cycling in and around Newport Shropshire and community participation in the same.

#### **Membership**

2. Membership of the club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

3. The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

4. The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute.

5. Appeal against refusal or removal may be made to the members.

#### **Property and funds**

6. The property and funds of the club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules.

7. The club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, event expenses, post event refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

8. The club may also in connection with the sports purposes of the club: Sell and supply food, drink and related sports clothing and equipment. Employ members (though not for riding) and remunerate them for providing goods and services, on fair terms set by the committee without the person concerned being present. Pay for reasonable hospitality for visiting teams and guests. Indemnify the committee and members acting properly in the course of the running of the club against any liability incurred in the proper running of the club (but only to the extent of its assets).

#### **Winding Up The Club**

9. The members may vote to wind up the club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting. The committee will then be responsible for the orderly winding up of the club's affairs. After settling all liabilities of the club, the committee shall dispose of the net assets remaining to one or more of the following:

- To another club with similar sports purposes which is a charity.
- To another club with similar sports purposes which is a registered CASC (Community Amateur Sports Club).
- To the club's national governing body for use by them for related community sports.

#### **Priority**

10. Where there is any conflict between any of the above Rules ("key Rules") and any other rule or rules, the key Rule(s) will take priority. Interpretation of all the Rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002).

#### **Other club rules**

#### **Membership**

11. Applicants may apply using a signed paper application form, or may submit their details online via the club website. Membership will only be confirmed upon receipt of the appropriate subscription fee and upon approval by a committee member.

12. If any objections to an application for membership are received from members, the Committee shall consider them, with reference to clause 2, and its decision shall be binding.

13. Membership of the Club is subject to strict observance of all Rules and decisions of the Committee and General Meetings.

14a. Subscriptions will cover the period 1st January until 31st December.

14b. Subscriptions for new members joining the Club for the first time after 1st September in any one year, can carry membership through to 31st December of the following year. Any member whose subscription has not been paid by the 28th February of the current year shall cease to be a member, and must re-apply for membership.

15. Members who have rendered valuable services to, or on behalf of, the Club, may be elected as Life Members by the Committee. No subscription shall be payable. Life Members will enjoy all the privileges of ordinary Membership.

16. Any person who is a first claim member of another Club may join as a Second Claim Member. Second Claim Members will not be eligible to claim for Club Championships, Club Trophies or Club Records.

### **Violation of Rules and Misconduct**

17 Improper behaviour and interference with members' personal property and equipment is, in the interests of the wellbeing of the Club, expressly forbidden. The Committee shall have the power to deal with such matters.

### **Organisation**

18. Officers of the Club shall consist of The President; Chairman; Secretary; Treasurer; British Cycling Delegate; Time Trial Secretary; Club Runs Captain; MTB Ride Organiser; Press Officer; Breeze Ride Representative; Coaches Representative; Club Welfare Representative, Membership Secretary and any other position the committee deem necessary. A Vice-Chairman shall be elected from any of the above Officers, by the Committee at the first Committee Meeting following the Annual General Meeting.

19. The Committee shall consist of the Officers mentioned above and an under-18 years old member (non essential post) and any other member co-opted by the Committee, when deemed necessary.

20. Any member of the Committee who fails to attend two consecutive meetings without giving a satisfactory reason to the Secretary shall cease to be a member of the Committee.

21. The Committee shall have power to fill any vacancy arising as a result of the above action, or for any other reason.

22. Club Committee Officers and Members shall be appointed annually at the Annual General Meeting, except as in accordance with the above Rule.

### **Meetings**

23. An Annual General Meeting of all members of the Club shall be held during November or December to elect Officers for the year, to receive reports on the activities of the previous year and to consider all other items on the Agenda. Propositions for the Agenda must be submitted in writing to the Secretary not less than 14 days before the date of the meeting.

24. A quorum at an Annual General Meeting, or any other General Meeting, shall be 20 members or 15 percent of the total (full) membership, whichever number being highest. Members under 16 years of age will not be counted as full members.

25. The Secretary shall give all Members at least 28 days notice in writing of the Annual General Meeting. This notice can be by e-mail, text or other electronic communication unless the member has specifically requested written notice by post.

26. The Secretary shall give all Members at least 7 days notice in writing of an Extraordinary General Meeting. This notice can be by e-mail, text or other electronic communication unless the member has specifically requested written notice by post.

27. An Extraordinary General Meeting may be called by the Committee or at the written request of at least 25% of the total Club membership. This notice can be by e-mail, text or other electronic communication unless the member has specifically requested written notice by post. The Meeting shall be held within four weeks of such a request, which must be submitted to the Secretary. A voting majority of two thirds of those members present at the Meeting shall be required to take any decision.

28. The Committee shall meet when required. The date shall be fixed at the previous Meeting and the Secretary shall give notice of at least four days of the Agenda.

29. The Quorum for a Committee Meeting shall be five members.

### **Finance**

30. The Financial Year shall be from 1st November to 31st October for each year.

31. The Treasurer shall prepare an Annual Statement of the Club Accounts for submission to the first Annual General Meeting following the end of the financial year. Such Statement shall be audited by two Auditors, appointed at the Annual General Meeting.

32. The Club shall maintain such banking accounts as deemed necessary by the Committee. Any two of the Chairman, Secretary or Treasurer are empowered to sign on the accounts.

33. Club Annual Subscriptions shall be decided from time to time at the Annual General Meeting and will fall into the following categories:

Seniors (Age 18 or above)

Juniors (Age 16-18 years)

Juveniles (Age under 16)

Family (A family unit of 1 or 2 adults and any number of children under 16 years of age)

Second Claim (Any age)

34. If the club should cease to exist then all surplus assets will be distributed equally between the members. *(With reference to clauses 9 and 10).*

35. Financial Support Fund. The Club may offer financial support to members when competing in the name of the club in recognized events (any discipline). Each year funds will be set aside in a pool, at the AGM. The amount to be determined by the members present and dependent on the health of the Clubs finances. Any balance remaining at the end of the year shall be returned to the Club's general account Social activities may be considered. Applications for support shall be made in writing to the Chairman or Secretary.

36. The Annual statement of accounts shall be made available to club members only. This can be requested from the Club Treasurer directly.

#### **Club Runs**

37. Racing on Club Runs will not be tolerated.

38. All participants shall make themselves aware of and comply with the relevant sections of the Highway Code

#### **Racing**

39. The club shall be affiliated to such bodies as the Committee deems appropriate.

40. All Members of the Club must be members of the various parent bodies to which the Club is affiliated for relevant racing purposes.

41. Rules of Parent Bodies to which the Club is affiliated must be adhered to by Club Members.

42. All Members of the Club must hold themselves in readiness to help, check or marshal in any event promoted by the Club, unless they are competing therein.

43. It is the responsibility of the Club to ensure that its promotions are run in compliance with the Rules of the Parent Bodies and the Club.

#### **General**

44. The Club's colours shall be Red, White and Blue. Vest made to the design as registered to British Cycling.

45. Club badges shall be the Newport Coat of Arms, ringed by the words 'Newport Shropshire Cycling Club'.

46. These rules will be made available to all Members of the Club via the club website.

47. These Rules may only be altered at an Annual General Meeting or at an Extraordinary General Meeting of the Club.

48. The Committee shall have power to settle any disputes or matters arising from these Rules or any matter not clarified in these Rules.

#### **Trophies**

49. The last day on which all times and points for Club Trophies are to be achieved is the second Sunday in October. Claims are

to be made, in writing, to the Club Secretary prior to the third Sunday in October and are to be substantiated.

50. Any Member awarded a Club Trophy shall be responsible for its safe return to a member of the Committee. It shall be in a clean and good condition. It shall be returned by the third Sunday of October, or at any time at the request of the Committee.