



Club Constitution

Ashurst Bike Club

1. Name

The club will be called 'Ashurst Bike Club' and will be affiliated to British Triathlon and British Cycling.

2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in the sport of triathlon, its constituent elements and all forms of cycling.
- To promote the club and the sports of triathlon and cycling within the local community and beyond.
- 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.

3. 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 (this will be a racing membership)
- Associate member (this will be a non-racing membership)

Each member will receive a membership card, which should be signed by the member accepting both this constitution and the club rules. This membership card will carry emergency contact details and any relevant medical conditions. The card should be carried, or be available, at all training sessions.

4. Membership fees

Membership fees will be set annually by the Management Committee and agreed by a simple majority vote at the Annual General Meeting.

Fees will be paid: annually and be due by 31st January.

5. Officers of the club

The officers of the club will be:

- Chair



- Secretary
- Head Coach
- Treasurer
- Web and Forum Master
- Club Welfare Officer

Other relevant sub-positions that may form part of the management committee are as follows and can form part of a dual role for any existing officer of the club:-

- Membership Secretary
- Kit Officer
- Triathlon Captain
- Road Racing and Time Trial Captain
- Social Secretary and Public Relations

Officers will be elected annually at the Annual General Meeting. All officers will retire each year but will be eligible for re-election.

6. Committee

The club will be managed through the Management Committee consisting of the appointed officers of the club (Chair, Secretary, Head Coach, Treasurer, Web and Forum Master, Club Welfare Officer) and the other sub-positions, if filled. However, all members shall have the right to attend and vote at the Management Committee meetings.

The Management Committee will be convened by the Secretary of the club and held no less than 4 times per year.

The quorum required for business to be agreed at Management Committee meetings will be 6.

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

The Management Committee will have powers to appoint sub-committees 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.

7. 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 31st December.

An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officers.

8. Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary via e-mail or through the club forum. 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 a statement of the audited accounts.

Nominations for officers of the Management Committee will be posted on the club forum on a thread set up by the Secretary (or other officer by agreement) prior to the AGM.

Election of officers is to take place at the AGM.
All members 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.

9. Discipline and appeals

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

The Management Committee will meet to hear complaints within 14 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 7 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 7 days of the Secretary receiving the appeal.



10. 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 the British Triathlon Federation.

11. Amendments to the constitution

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

12. Declaration

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

Signed:

Date:

Name: Matt Shillabeer
Club Chair

Signed:

Date:

Name: Mike Heesom
Club Secretary