

# HOLMFIRTH

## CYCLING CLUB

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### Constitution

#### 1. Name

The Club will be called “Holmfirth Cycling Club”

#### 2. Colours

The Club colours shall be red, black and white

#### 3. Club Constitution

3.1 A copy of the club constitution shall be made available to all Members

3.2 Any alteration or addition to club constitution must be approved in General Meeting but the Committee shall have the power to alter or add temporarily to the Rules subject to confirmation at the Annual General Meeting.

#### 4. The Purposes of the Club

The purposes of the Club are to promote the amateur sport of cycling and offer coaching and competitive opportunities in Holmfirth & adjoining areas & to be inclusive of age, gender, ethnicity, and physical ability.

#### 5. Permitted means of advancing the purposes

The committee has the power to:

5.1 acquire and provide, equipment, coaching, training facilities, transport

5.2 provide coaching, training, and related social and other facilities

5.3 take out any insurance for club, members, guests and third parties

5.4 raise funds by appeals, subscriptions, and charges

5.5 borrow money and give security for the same and open bank accounts

5.6 make grants and loans and give guarantees and provide other benefits

5.8 set aside or apply funds for special purposes or as reserves

5.9 deposit or invest funds in any lawful manner

5.10 co-operate with or affiliate to firstly any bodies regulating or organising the Sport and secondly any club or body involved with it and thirdly with government and related agencies

5.11 do all other things reasonably necessary to advance the purposes

5.12 NONE of the above powers may be used other than to advance the purposes consistently with the Rules below and the general law.

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### 6. Membership

6.1 Membership will consist of officers and members of the club.

6.2 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.

6.3 Application for membership must be made to the Treasurer on the appropriate form.

6.4 There shall be three categories of membership: Senior (18 years of age on Jan 1st), Junior (under 18 years on Jan 1st) and founder

6.5 Annual subscription rates shall be reviewed at the AGM. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

6.6 The British Cycling/Cycling Time Trials definitions of Junior and Youth shall be adopted.

6.7 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.

6.8 Members shall only be entitled to cycle with the club if they hold suitable liability insurance.

6.9 Only full, Junior and founder members can ride in the Club name in open events and qualify for club championships. Associate members may take part in all social events and club races but not qualify for handicap awards. Associate members cannot hold office or win trophies.

6.10 Members may be barred from club rides if they present a danger to themselves & other riders.

6.11 Membership subscriptions shall be due on March 1st & shall be deemed terminated if not renewed by the end of March each year, except in the case of members joining after 31<sup>st</sup> December the previous year.

6.12 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. Appeal against refusal or removal may be made to an appointed panel consisting of club members within 21 days.

6.13 Any member wishing to resign shall give notice in writing to the club secretary.

### 7. Affiliation

The Club shall be affiliated to British Cycling, Cycling Time Trials, Yorkshire Cycling Federation and British School Cycling Association.

### 8 All General Meetings

8.1 All members may attend all general meetings of the club in person.

8.2 Such meetings need 21 clear days' written notice to members.

8.3 The quorum for all general meetings is 5 members present.

8.4 The Chair or (in his or her absence) another member chosen at the meeting shall preside. Except as otherwise provided in these Rules, every resolution shall be decided by a simple majority of the votes cast on a show of hands. Formalities in connection with General Meetings (such as how to put down resolutions) shall be decided by the committee and publicised to club members.

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### 9 Annual General Meetings (AGM)

9.1 There shall be an Annual General Meeting (of which at least 21 days' notice shall be given) held not later than 31st January each year.

9.2 The meeting shall receive the Officers' reports, elect Officers and transact any other business & approve the statement of accounts.

### 10 Extraordinary General Meetings (EGM)

An EGM shall be called by the Secretary within 14 days of a request to that effect from the committee or on the written request of not less than 10 members signed by them. Such an EGM shall be held on not less than 14 or more than 21 days' notice at a place decided upon by the committee or in default by the Chair.

### 11 The Committee

#### A. Role

Subject to these Rules the Committee shall have responsibility for the management of the Club, its funds, property and affairs

#### B. Property etc

- i. 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.
- ii. The club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, event expenses, post event refreshments.
- iii. 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; 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). The committee will have due regard to the law on disability discrimination and child protection.

#### C. Composition

- i. There shall be an elected Committee that may comprise of: Chairman, General Secretary, Club Welfare Officer, Treasurer, Media Manager, Club Coaches, Club Kit Secretary, Youth Representative, Volunteer Coordinator.
- ii. Up to three ex-officio members may also be elected to the Committee.
- iii. Any committee member may be re-elected or re-co-opted without limit.
- iv. A committee member ceases to be such if he or she ceases to be a member of the club, resigns by written notice, or is removed by the committee for good cause after the Member concerned has been given the chance of putting his/her case to an appointed panel of club members within 21 days.

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### **D. Committee Meetings**

- i. Whenever a committee member has a personal interest in a matter to be discussed, he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote and have no vote on the matter concerned.
- ii. All Committee resolutions shall be decided by a majority of those present and voting. The Chairman shall only vote in the event of a tie.
- iii. The Committee shall meet at least four times per year to ensure the proper conduct of the Club's affairs.
- iv. The quorum for a Committee meeting shall be five
- v. Officials shall notify the General Secretary whether they are willing to continue in their current position at least one month prior to an AGM.
- vi. Committee Meetings shall be held face to face
- vii. The Club President, or whoever else those present choose, shall chair meetings

### **E. Delegation**

The committee may delegate any of their functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the club; its membership; its duty to report back to the committee. The committee may wind up any subcommittee at any time or to change its mandate and operating terms.

### **F. Disclosure**

Annual club reports and statements of account must be made available for inspection by any member and all club records may be inspected by any committee member.

## **12 Amendments**

12.1 These Rules may be amended at a general meeting by two-thirds of the votes cast but not in any event to alter its purposes (unless the procedure set out in 12.2 has been followed) or winding up provisions.

12.2 The club purposes may be changed to include another eligible sport if the committee agree unanimously, and the members also agreed the change by a 75% majority of votes cast.

## **13 Winding up the club**

13.1 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.

13.2 The committee will then be responsible for the orderly winding up of the club's affairs.

13.3 After settling all liabilities of the Club, the committee shall dispose of the net assets remaining to one or more of the following:

- i. To another club with similar sports purposes.
- ii. To the club's national governing body for use by them for related community sports.