

# Shrewton Running Club

---

## CONSTITUTION (V.6.0)

---

INCEPTION DATE: 6th November 2016

---

Note: Terms in **bold** are defined in §15.

### 1. Name

- 1.1. The name of the Club shall be Shrewton Running Club, hereinafter referred to as “the Club”.

### 2. Objectives

- 2.1. To promote an interest in the sport of running in Shrewton and the surrounding areas and to organise, arrange and participate in running events.
- 2.2. To encourage **members** to become qualified coaches for the benefit of all **members**.
- 2.3. To foster a spirit of inclusiveness, informality, fellowship and mutual encouragement between **members** of the Club.

### 3. Affiliation

- 3.1. The club shall apply to be affiliated to England Athletics or any other suitable organisation as decided by the committee. **Members** can opt to take individual registration with England Athletics at any time.

### 4. Management

- 4.1. The Committee shall be elected at the Annual General Meeting (AGM) and shall include the **Officers** of the Club. Other **members** shall be elected at the AGM to make up a committee of at least five **members** (including the Officers) and a maximum of 10 (including the Officers).
- 4.2. The Committee shall meet not less than four times a year, and the presence of four **members** shall be necessary to form a quorum.

- 4.3. All major decisions will be by a majority vote, which will be recorded in the minutes by the Secretary. The Chairperson, or in their absence, the Vice Chairperson or Acting Chairperson has an additional casting vote in the event of a tie.
- 4.4. The Committee has the power to co-opt extra **members**, to create Trustees and to form a sub-committee as and when considered necessary.
- 4.5. The Committee will dissolve annually at the AGM
  - 4.5.1. Committee Members can be re-elected to their role for up to a maximum of five consecutive terms. After this they will not be eligible for election within the same role, for a period of one year
- 4.6. Minimum expectations of Committee members:
  - 4.6.1. Attend as many Committee meetings as possible.
  - 4.6.2. Ensure they read minutes and other documents and carry out minuted actions in a timely manner.
  - 4.6.3. Regularly engage with other Committee members and the general club membership on the club's chosen messaging app, Slack.

## 5. Profit Making

- 5.1. The Club shall exist as a non-profit making organisation, other than for the Club's benefit.
- 5.2. Any information, documentation and intellectual rights produced by a Club Official, at any time on behalf of the club and in any format, shall be deemed Club property and copyright will be owned by the club. Wherever possible and practical a Club Official shall hold a copy of such information as part of the Club's archives.
- 5.3. Any general funds raised by the Club shall be distributed at the discretion of the Committee.

## 6. Membership

- 6.1. Membership of the Club is available to any person of at least 18 years of age.
- 6.2. Membership of the Club shall be confined to amateurs as defined by England Athletics (EA).

- 6.3. An application for Membership shall be made either using the designated form or by applying in electronic format from the club website. In exceptional circumstances the committee reserves the right to refuse membership by majority vote. If this happens a full written explanation will be provided by the Secretary, or other designated official, to the applicant.
- 6.4. Each **member** shall pay an annual subscription decided at the AGM.
- 6.5. Subscriptions must be paid for the current year before the **member** can compete for the Club.
- 6.6. When **members** are invited to renew their membership, annual subscriptions shall be paid within three months of the renewal date. Any **member** who has not paid their annual subscription within this renewal period shall be deemed no longer to be a **member** of the club.
- 6.7. The Club year shall run from 1st January to 31st December each year.
- 6.8. Honorary Life Membership will ordinarily be granted only in recognition of a significant personal contribution to the Club's affairs. Individuals to be appointed as Life Members shall be elected at the Annual General Meeting. Life Members are exempt from payment of annual subscriptions but shall otherwise have the same rights as Full Members.
- 6.9. Honorary Membership will ordinarily be granted to individuals who are, or have been active in local athletics. They may only be elected at the Annual General Meeting for one year and will be eligible for re-election. Honorary Members shall not have voting rights and are exempt from payment of annual subscriptions.
- 6.10. Life and Honorary membership may be reviewed annually at the AGM.

## 7. Cessation of Membership

- 7.1. Members may resign from membership at any time by written notice to that effect given to the Secretary. A member who resigns shall not be entitled to any refund of subscriptions in respect of the remaining period.
- 7.2. Membership shall not be transferable and shall cease immediately on death or on the failure of the member to comply with any condition of membership set out in this Constitution.
- 7.3. The Committee shall have the power to expel a Member when in its opinion it would not be in the interests of the sport or the Club for him or her to remain a member. Such expulsion shall be carried out in accordance with the Club's Disciplinary Procedures.
- 7.4. Any person shall, upon ceasing to be a Member of the Club, forfeit all rights to and claims upon the Club and its property and funds.

## 8. Annual General Meeting (AGM)

- 8.1. The AGM under normal circumstances, shall be held during February or March each year and the following business undertaken:
  - 8.1.1. Annual report will be read and discussed.
  - 8.1.2. The finalised accounts will be presented.
  - 8.1.3. The Officers and Committee shall be elected.
  - 8.1.4. Membership fees for the following year shall be agreed.
  - 8.1.5. Any other matter specified on the Agenda.
- 8.2. Attendance of the AGM will be restricted to **members** of the Club defined in §15.1.
- 8.3. Notice of the AGM must be provided to all **members** at least three weeks before, by giving official notice on the club website and by various other unofficial means such as verbal announcements, the Club Facebook page, Twitter account and email messages. Motions to be put to the AGM must be submitted in writing at least 14 days before the meeting. All nominations for **officers** of the Club together with the names of a proposer and seconder must be submitted in writing or electronic format to the Secretary at least 14 days before the date of the AGM and will be acknowledged by the Secretary on receipt. Nomination, proposers and seconders must be **members** of the club as described in §15.1.
- 8.4. The Club rules / constitution may be changed by a simple majority of **members** attending the meeting (also see §11 below).
- 8.5. All other decisions will be by a majority vote, the Chairperson (Or vice / Acting Chairperson if the Chairperson is not present) having the casting vote in the event of a tie.

## 9. Colours

- 9.1. The Club Colours shall be: green and white hoops with the Club name on the front and additional images and text agreed by the committee.
- 9.2. Where feasible Club Colours should be worn by all **members** representing the Club at every representative meeting and for Club competition races unless the requirement is relaxed for a specific race or event agreed by the Committee.

## 10. Club Policies

- 10.1. The Club will adopt and uphold the UK Athletics policies as set out at <http://www.britishathletics.org.uk/governance/policies/>.

## 11. Amendments to Constitution

- 11.1. The Committee by a simple majority (see §8.4 above) may propose amendments to the Rules / Constitution. In the event of a tied vote the Chairperson (or Vice chairperson / Acting Chairperson in his / her absence) shall have a casting vote.
- 11.2. The changes may be made only at the AGM or at an Extraordinary General Meeting (EGM) called for that purpose.
- 11.3. A number of constitutional changes can be voted through at once at the discretion of the Chairperson or Acting Chairperson at the meeting.
- 11.4. Four weeks notice must be given for an EGM. A quorum of one quarter of all **members** is required at either the AGM or EGM. If the motion is passed at the AGM / EGM by a simple majority the amendments to the Rules / Constitution will be adopted immediately.
- 11.5. Any proposed rule changes will be made available to **members** at least four weeks prior to the AGM or EGM, either on the club website or by email or both.
- 11.6. Alternatively, two thirds of **members** may petition the Club Secretary in writing to call an EGM whereupon the conditions in §11.4 above apply.

## 12. Dissolution

- 12.1. The Committee by a two thirds majority at a quorum meeting may decide to dissolve the Club. They must then call an EGM giving four weeks notice to all Club **members**. The motion shall be passed by a two thirds majority of all **members** present.
- 12.2. Alternatively, at least one half of **members** may petition the Club Secretary in writing to call an EGM. Whereupon conditions in §8 above will apply re: calling such a meeting and voting at it.
- 12.3. Upon dissolution any funds remaining after meeting all debts will be used in the furtherance of amateur athletics in the County of Wiltshire.

## 13. Bursaries

- 13.1. The committee may resolve at any time, by simple majority with the Chairperson (or Vice chairperson / Acting Chairperson in his / her absence) having an additional casting vote in the event of a tie, to award a bursary to any club **member** or **members** for run leader / coaching courses, or any other reason the committee sees fit.
- 13.2. The criteria that the committee should consider when awarding a bursary is whether the receiving member has shown some or all of the following over a suitable period of time:
  - 13.2.1. Regular Tuesday, Wednesday and Sunday runners.
  - 13.2.2. Shown an interest in developing other club runners.
  - 13.2.3. Helping with couch to 5k beginners courses.
  - 13.2.4. Engagement on Slack.
  - 13.2.5. Socially active.
- 13.3. If a **member** is in receipt of a bursary from the club and that **member** leaves the club, for any reason, within one year of the date of the course for which the bursary was paid, the **member** shall repay 50% of the original value of the bursary to the club.

## 14. Club London Marathon Places

- 14.1. In order for a **member** to be eligible to enter the ballot, at the time of the ballot and at the time of the London Marathon they must:
  - 14.1.1. Be a first claim **member** of the club since 1st April of the year in which the ballot takes place.
  - 14.1.2. Be aged 18 or over.
  - 14.1.3. Be a registered athlete with England Athletics.
  - 14.1.4. Have an official rejection notification from the London Marathon.
  - 14.1.5. Be able to pay the entry fee.
- 14.2. Any **member** obtaining a London Marathon place via the Club's affiliation to England Athletics will be expected to wear the official club vest for the event and enter as Shrewton Running Club.
- 14.3. Any **member** obtaining a London Marathon place by club ballot shall be ineligible to enter a further ballot for 5 years.
- 14.4. Any **member** obtaining a London Marathon place by club ballot should be willing to write a race review after the event for the club website and social media.

- 14.5. If a **member** winning a club London Marathon place does not confirm acceptance with the club secretary within 24 hours of the announcement on club communications, the club reserves the right to redraw the ballot and offer the place to another **member** entered in the ballot, or (as required) offer for re-ballot as per clause 14.6.
- 14.6. If no eligible **members** enter the ballot, or where an eligible **member** declines a place, or falls foul of clause 14.5 a second ballot will be offered to all **members**. Clauses 14.2, 14.4, 14.5, 14.7, 14.1.2, 14.1.5 will apply.

## 15. Definition of Terms

- 15.1. **Member** or **members** : Paid-up members, members who are not yet paid-up but have submitted a valid application form and members awaiting a transfer from another club.
- 15.2. **Officers** : Chairperson (To include Vice Chairperson where required), Secretary and Treasurer.

## Approval on Behalf of the Committee

**Chair**  
Print Name:

**Secretary**  
Print Name:

Sign:

Sign:

Date:

Date: