

# THE CONSTITUTION of AXE VALLEY RUNNERS

1. This Constitution comprises the Rules of the Club (“Club”).
2. The name of the Club is Axe Valley Runners.
3. The meeting place of the Club is the Scout Hut in Scalwell Lane Seaton or such other place as the Committee may determine.
4. The primary object of the Club is to promote the advancement, enjoyment and companionship of running at all levels.
5. The Club will be affiliated such athletic governing bodies as deemed appropriate by the membership via a vote at an AGM or EGM.
6. The Officers of the Club are: -
  - President
  - Vice President
  - Chairperson
  - Vice Chairperson
  - Secretary
  - Treasurer
  - Membership Secretary

The management of the Club is vested in a Committee (“Committee”) comprising: -

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Membership Secretary
- Junior Members’ Representative
- Welfare Officer
- Other Committee Members

The Committee shall consist of not less than seven members, any four of whom shall be a quorum at any meeting convened by the Committee. A single individual may fill up to two positions on the committee, including officers. All Officers & Committee Members shall retire at the Annual General Meeting (“AGM”) of the Club. Officers & Committee Members shall be elected at the AGM. Retiring Officers & Committee Members shall be eligible for re-election

The Committee may delegate its functions in respect of specific assignments to Sub-Committees whose aims and objectives will be set out by the Committee. The Chairperson of a Sub-Committee will be appointed by the Committee and is responsible to the Committee for the activities of the Sub-Committee. Members of the Sub-Committee will be appointed by the Committee. The Chairperson of the Sub-Committee shall issue regular progress reports to a representative of the Committee.

7. The Membership shall comprise senior members (male and female) 17 years and over and junior members (male and female) 11 years of age to 16 years of age.
8. Honorary membership of the Club will be awarded at the discretion of the committee and will serve as a reward to members who have demonstrated outstanding service to the running of the Club. Honorary members will not pay yearly membership fees. Honorary members will have full voting rights.
9. The AGM of the Club shall be held during the month of June in each year to receive the Officers Report, to receive and approve the Annual Accounts, to elect officers and committee members and to deal with any matter placed on the Agenda. The Secretary shall give all members not less than twenty one days' notice of the date of the AGM. Members shall provide the Secretary with details of any matter to be discussed not less than seven days before the date of the AGM.
10. The Club will at the AGM elect two Club Captains, one male and one female, whose roles will be to organize and structure training sessions on Club nights and to arrange group travel to events and team selections where applicable
11. The annual subscription rates for Senior and Junior Members of the Club will be agreed each year at the AGM.

12. All new Members will be able to purchase a Club running vest at a subsidised price to be decided at the AGM. Members are encouraged to promote the Club by wearing the Club vest at formal running events.
13. The membership year of the Club shall commence on the 1<sup>st</sup> August in each year and shall expire on the July in each following year.
14. The Financial Year of the Club shall commence on the 1<sup>st</sup> April in each year and expire on the 31<sup>st</sup> March in each following year.
15. Members who have not renewed their annual subscription by the 1<sup>st</sup> September in each year shall be considered to have resigned from the Club and will not be able to take advantage of reduced entry fees to Permitted Events unless they have joined another affiliated athletic or running club.
16. Members who have not renewed their annual subscription by the 1<sup>st</sup> ~~July~~ August in any year shall not be awarded any points in the monthly Club handicap race until and from the date of the next handicap race following the date of payment.
17. Members who resign from the Club during a membership year shall not be entitled to any reimbursement of all or any part of their annual membership subscription .
18. The Committee shall have the right to ask any member of the Club to resign from the Club giving its reasons in writing to the member being asked to resign.
19. The Club may terminate the membership (giving its reasons in writing) of any Member on the grounds of misconduct. There are comprehensive clauses in the UKA Rule Book dealing with such matters.
20. The Committee shall maintain public liability and third party insurance for the Club through membership of or race permits issued by appropriate governing bodies. Broadly this will cover members while running with the Club on club nights, whilst participating in Club organised events, during Club organised training sessions and the public races and other events it organises (together “Defined Events”). Full particulars of the insurance can be obtained from the Club Secretary. Save as provided for by such insurance cover neither the Club nor its officers or committee members shall be liable to any member for any accident, injury or loss howsoever occasioned during any Defined Events
21. The Club shall organise such events as the Officers & Committee Members and/or the Membership shall agree upon. Membership of the Club shall not debar Members from participating in such events.
22. The Club shall operate a Charitable Giving Policy in accordance with its terms and conditions as proposed by and periodically reviewed by the Committee and approved by the Members of the Club
23. The Club shall maintain such cash reserves as the Committee shall deem prudent subject to any decisions taken at an AGM or an Extraordinary General Meeting (“EGM”). Should it be necessary to wind up the Club the Officers & Committee Members in post at that time will distribute all funds in accordance with the provisions of the prevailing Charitable Giving Policy after seeking the agreement (to the winding up of the Club and the distribution of funds) of all paid up Members at a specially convened EGM. A simple majority decision will suffice
24. The quorum necessary for an AGM or EGM must be 20 members or a quarter of the membership (including proxy votes), whichever is the lesser number.
25. All monies of the Club (including cash reserves, monies which may be distributed in accordance with the Charitable Giving Policy and monies which may be utilised pursuant to Rule 26 but not monies required to meet the day to day operating expenses of the Club) shall be held in recognised bank or building society account(s).
26. Any expenses incurred (with the agreement or the Treasurer or the Chairperson) by any Member must be presented to the Treasurer (with appropriate receipts) within three months of the expenses being incurred.
27. Any member requiring the Club or the Committee to consider any matter of importance to that Member shall be entitled to raise the matter at any Club night.
28. No alteration to these Rules shall be made except by a resolution carried by a simple majority of the members present at either an Annual General Meeting or a Special General Meeting called for the purpose.

## **APPENDIX - CHARITABLE GIVING POLICY**

After covering all race and club administrative expenses the club shall operate and apply this CHARITABLE GIVING POLICY on the terms hereafter set out:-

1. For each event it holds, the AVR should contribute to charity as follows :

a. The Grizzly:

After deciding how much, if any, money to retain in club funds the Grizzly subcommittee shall divide the remainder between the groups assisting with the event and any chosen charity(s) subject to approval by the chair and treasurer if they are not also members of said subcommittee.

b. The Colyton Fiver

All profits to Children in Need (after donations or payments to supporting groups)

c. Events organised in association with other organisations for the purposes of raising funds for said bodies

All profits to said organisation (after donations or payments to any other supporting groups).

d. Other events

Disbursement of profits by choice of the event's organiser or subcommittee, subject to agreement by the chair and treasurer.

2. Donations (to be determined by the committee) from club funds shall be made as follows :

a. To club members raising money for sponsorship of their chosen charity by taking part in events when deemed particularly worthy of donation.

b. The committee will give favourable consideration to requests from club members for financial support for taking part in major/international running events, where the member is representing their county, country or similar.

c. To local causes and charities.

3. Any non-Grizzly donation which exceeds £5000 must be supported by a full vote of the club membership.

4. The reserves of the club shall not be allowed to reach more than £15,000 unless a particular project (that has been agreed at an AGM or EGM ) has been ear-marked for funding.