

England Athletics

Short Version Rules of Shelton Striders

Executive Summary

This is an Executive Summary of the Club Constitution, please refer to the long form Rules for full provisions. This summary provides only a brief overview of the principal operative provisions Shelton Striders for quick reference and ease of interpretation only.

1. Interpretation.

Terms used within the document

2. Name and Office

The Club's name is Shelton Striders. The principal office of the Club is in Derby.

3. Objects

The objects of the Club (**Objects**) may benefit the public generally and/ and may be summarised broadly as:

- to promote community participation in healthy recreation by providing facilities for athletics;
- to provide sports and leisure facilities to those in need for social welfare purposes and with the object of improving their conditions of life.

4. Ethos

- The Club is committed to ensuring that equity is incorporated across all aspects of its operations, activities and development. In doing so, the Club acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

5. Exercise of Powers

The Club may exercise a range of powers to further its sporting purposes (e.g. to provide sports coaching, training and equipment, acquire and insure property, raise funds, employ staff etc).

6. Use of Income and Assets

- The income and property of the Club must be used to promote its sporting purposes.
- There are specific restrictions on payments to members and persons connected to the Club, but with permitted exceptions (e.g. genuine payment for goods/services supplied, repayment of loans with interest, payments to companies in which a member holds a small interest (1% or less)).

7. Affiliation

The Club is affiliate to England Athletics.

8. Club Membership

The Club must keep and maintain a members' list and can make bye-laws establishing different classes of membership.

9. Admission to Membership

- Membership of the Club is inclusive and open to all on the prescribed application without discrimination but is not transferable.
- A person may appeal against any denial of membership. The Committee or the members fix the levels of admission fees and annual subscriptions to be paid by different categories of members.

10. Conditions of Membership

- The Rules and any bye laws form a binding agreement between each member of the Club.
- The members shall conduct themselves so that the business of the Club is carried out in furtherance of the Objects and in accordance with the rules and regulations of England Athletics.

11. Cessation of Membership

- Membership of the Club ends if:
 - the member dies;
 - the member is convicted of a criminal offence which involves dishonesty;
 - the member resigns;
 - the member's annual club subscriptions are at least 1 (one) month overdue and the UKA subscriptions are 3(three) months overdue;
 - the member is removed from membership by a Committee resolution.
- An outgoing member forfeits his/her rights in and claims upon the Club, but the Committee may refund an appropriate part of a resigning member's subscription fee if appropriate.

12. **Guests**

- Members shall be entitled to bring one or more guests to any activity of the Club with the express consent of the Chair or the Secretary.
- The member in question shall be responsible for the acts and omissions of his or her guests and shall be liable to the Club for any loss or damage of any kind whatsoever suffered or incurred by the Club as a direct or indirect result of the acts or omissions of any of his or her guests.
- Guests shall be legally bound by these Rules as if they were a member save that guests shall have none of the rights of membership.
- A guest may be required to pay a visitors fee at such amount and sign a guest register in such form as shall from time to time be determined by the Committee.

13. **General Meetings**

- The Committee must call an Annual General Meeting (**AGM**) each year and cannot allow more than fifteen months to pass between one AGM and the next.
- The business of an AGM shall include:
 - activities report;
 - finance receipt;
 - the election and retirement of Officers; and
 - any other business.
- All General Meetings (other than the AGM) are Extraordinary General Meetings (**EGMs**) and are called within 14 (fourteen) days of a written requisition signed by five or more members.

14. **Notice of General Meetings**

- An AGM or EGM is called on at least twenty one clear days before the meeting but 90% (ninety per cent) of all the members can agree to shorter notice.
- The notice shall specify the date, time and place of the meeting and the general nature of the business to be transacted and, in the case of an AGM, shall specify the meeting as such.

15. **Proceedings at General Meetings**

- The quorum for an AGM or EGM shall be the greater of two members or 25% (twenty five per cent) of the total number of members.
- A non-quorate meeting shall stand adjourned to the same day in the next week at the same time and place as the Committee decide..
- The members present at the adjourned meeting will constitute a quorum, even if insufficient.
- Each member present has one vote. The chair of the meeting has a casting vote on deadlock.
- The Secretary must take and keep the minutes in the Club's minute book.
- Electronic means (video or telephone conference) allowing visual and/or audio participation.

16. **Voting Procedure**

- The members will make decisions by Ordinary Resolution, unless otherwise required. Alternatively the members may make any decision in Writing by unanimity.
- An Ordinary Resolution requires a simple (more than 50%) majority vote of the members.
- A Special Resolution requires a 75% (seventy five per cent) or more majority vote of the members.

17. **Written Resolutions**

A written resolution must be sent to every member and will be passed if approved by the relevant percentage of all the members of the Club shall be as effective as if passed at a duly convened General Meeting.

18. **Powers of the Committee**

- The Committee is responsible for the management of the Club and has the power to decide disputes arising in respect of any issue concerning the Rules.
- The Committee may delegate to any person, company or sub-committee any of its powers.

19. **The Committee**

- The Committee shall be at least four Officers of the Club with no maximum, to include:
 - Chair;
 - Secretary;
 - Treasurer;
 - Membership Secretary;
 - Child Safety Officer;
 - any other Officers elected by members at a General Meeting.
- Officers shall be elected by the members at an AGM. Nominations may be made:
 - by the Committee; or
 - in Writing by the proposer and seconder, both of whom must be existing members of the Club, to the Secretary at least 14 (fourteen) days before the meeting.
- Each Officer holds office from the date of election until the conclusion of the next AGM. A retiring Officer may be re-elected at the AGM.

20. **Calling a Committee Meeting**

The Committee must hold a minimum of 6 (six) meetings each year (each on a minimum of 7 (seven) days' notice).

21. **Proceedings of a Committee Meeting**

- The Committee may regulate its proceedings as it thinks fit.
- Meetings of the Committee shall be chaired by the Chair or in their absence the Treasurer. The chair has a casting vote in the event of a tie.
- The Committee quorum is the greater of 3 (three) Officers or two-thirds of all of the Officers (rounded up).
- Decisions are made by a simple majority of those Officers attending the Committee meeting and will be entered into the Club's minute book.
- A written resolution signed by all Officers is acceptable.

22. **Conflicts of Interest**

Officers must declare the nature and the extent of their interest in any business and, where conflicted, must absent himself or herself from any such participation and withdraw during the vote and have no vote on the matter.

23. **Disqualification from Office**

A person shall cease to hold office as an Officer if he or she suffers an event of default (e.g. disqualification from acting as company director, bankruptcy, imprisonment etc) or ceases to be a member of the Club for any reason.

24. **Club Teams**

At its first meeting following each AGM the Committee appoints Club member(s) of the Club to be responsible for each of the Club's various teams who will present (at its last meeting prior to an AGM) a written report of the activities of the team.

25. **Finances and Property**

- A bank account shall be opened and maintained in the name of the Club (**Club Account**). Designated account signatories shall be the Chair, the Secretary and the Treasurer.
- Title to all land, investments and any other assets of the Club (except cash) (together **Club Property**) is vested in (i) the names of the Officers (ii) a trust corporation or (iii) at least 2 (two) but not more than 4 (four) persons appointed by the Committee as holding trustees (**Holding Trustees**).
- Holding Trustees will be indemnified out of Club assets against any liabilities incurred in the proper discharge of their duties to.
- The Holding Trustees shall appoint additional or replacement Holding Trustees by a conveyance or deed as directed by the Committee.
- A Holding Trustee's appointment shall cease upon death.
- The Club's financial year shall end on 31st March each year.

26. **Irregularities**

The proceedings at any meeting shall not be invalidated by reason of any accidental informality or irregularity.

27. **Minutes**

The Committee shall cause minutes to be made in the Club's books kept for the purpose.

28. **Records and Accounts**

The Committee shall comply with all legal requirements of maintaining accounts.

29. **Communications by the Club**

Any document (including any notice) may be sent to members in hard copy, electronic form or on the Club website.

30. **Personal Risk**

- Members and guests accept that playing sport can be dangerous and may result in injury and damage to property. Members and guests shall take personal responsibility for their own actions and participate in the Club's sporting activities at their own risk.
- To the extent permitted by law, the liability of the Club and its Officers to any member is limited to the net assets of the Club.

31. **Indemnity**

Every Officer will be indemnified out of Club against any liability incurred in the proper discharge of his or her duties to extent permitted by law.

32. **Bye Laws**

The Committee may make bye laws as necessary for the proper conduct and management of the Club and for prescribing classes of and conditions of membership.

33. **Complaints and Disputes**

- All concerns relating to the welfare of children or vulnerable adults will be addressed in accordance with the Club's safeguarding policy and procedures. The Chair shall be the lead Officer on such matters.
- Any complaints regarding the behaviour of members or Officers shall be presented to the Secretary.
- A rejected application or terminated membership may be appealed to the members in General Meeting, to be heard within twenty eight days
- If a membership dispute arises, the parties will try to settle it by mediation.

34. **Alteration of the Rules**

The Rules may only be amended by Special Resolution, subject to England Athletics' consent (where required).

35. **Incorporation**

The members may authorise the Committee to transfer the assets and liabilities of the Club to a limited company or charitable incorporated organisation.

36. **Dissolution**

- The Club may only be dissolved by Special Resolution at a General Meeting.
- Any surplus assets must be applied for the Objects of the Club or transferred to another organisation whose purposes are the same as or similar to the Club or by default as directed by England Athletics.

37. **Declaration**

The Club duly adopted this Executive Summary of the Rules as its governing document on

Signed
Chair Pascal Holden

Signed
Secretary Richard Green