

# **The Constitution of Walden Velo Cycle Club**

## **1 Name of Club**

The club will be called Walden Velo Cycle Club (Hereinafter will be referred to as The Club), and may also be known as Walden Velo. Walden Velo will be affiliated to British Cycling.

## **2 Aims and Objectives**

The aims and objectives of the club will be:

- ☐ To provide a structure for social riding
- ☐ To offer coaching and competitive opportunities in cycling
- ☐ To promote cycling and the club within the local community
- ☐ 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

## **3 Permitted Means of Advancing the Objectives**

- Acquire and provide grounds, equipment, coaching, training and playing facilities, club house, transport, medical and related facilities.
- Provide coaching, training, medical treatment, and related social and other facilities.
- Take out any insurance for club, employees, contractors, players, guests and third parties.
- Raise funds by appeals, subscriptions, loans and charges.
- Borrow money; give security for the same and open bank accounts being liable for the financial position of the club and to underwrite any losses.
- Buy, lease or license property and sell, let or otherwise dispose of the same.
- Make grants and loans and give guarantees and provide other benefits.
- Set aside or apply funds for special purposes or as reserves.
- Deposit or invest funds in any lawful manner.
- 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.
- Do all other things reasonably necessary to advance the purposes.
- **NONE** of the above powers may be used other than to advance the purposes consistently with the rules below and the general law.

## **4 Membership**

- (a) Membership of the club is open to anyone interested in promoting, coaching, volunteering or participating in cycling, 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.

- (b) The membership shall consist a single category of Full Member. The Club may create different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- (c) 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 practice that the club has adopted.
- (d) Members will pay membership fees, as determined at the Annual General Meeting.
- (e) Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club committee.
- (f) All currently active members of the Club will on at least two occasions per season be expected to contribute their time and talents for the benefit of the Club, its activities or promotions, when reasonably requested to do so by the Committee. Members who support the club in this way will be given priority for club-sponsored event entries e.g Tour of Cambridge, Ride London. Failure to contribute may lead to a refusal of membership in the following year.

## **5. Sports Equity**

- (a) This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it 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.*

- (b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- (c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- (d) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

- (e) The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

## **6 Committee**

- (a) The affairs of the Club shall be conducted by a Committee which shall consist of the Chair, Treasurer, and Secretary (*Executive Committee*) *plus at least 3 other members* who shall be elected at the Annual General Meeting. The roles of these additional committee members will be agreed by the committee but would typically include kit secretary, membership secretary, rides secretary and ladies & mens captains.
- (b) All committee members must be members of the Club.
- (c) If required, the committee shall elect a Vice Chair from among its members.
- (d) The term of office shall be for one year, and members shall be eligible for re-election.
- (e) If the post of any committee member should fall vacant after such an election, the Executive Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.
- (f) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- (g) The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.
- (h) The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (i) The Committee meetings will be convened by the Secretary of the Club and be held no less than 4 times per year.
- (j) All Committee members will have the right to vote at committee meetings.
- (k) The quorum required for business to be agreed at Committee meetings will be 4.
- (l) A resolution in writing agreed by every Committee member shall be valid without a meeting if required.

## **7 Finances**

- (a) The club treasurer will be responsible for the finances of the club.
- (b) The financial year of the club will run from 1 October and end on 30 September.
- (c) All club monies will be banked in an account held in the name of the club.



- (d) A statement of annual accounts will be presented by the treasurer at the Annual General Meeting.
- (e) Any payments up to £50 drawn against club funds should be authorized by the Chairman or Secretary. Payments over £50 should be authorized by one or both of these and another committee member.
- (f) All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

## **8 Annual General Meetings and Extraordinary General Meetings**

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.
- (b) The Club shall hold the Annual General Meeting (AGM) usually in the 4Q and no more than 15 months after the previous AGM.
  - ☐ Approve the minutes of the previous year's AGM.
  - ☐ Receive reports from the Chairman and Secretary.
  - ☐ Receive a report from the Treasurer and approve the Annual Accounts.
  - ☐ Receive a report from those responsible for certifying the Club's accounts.
  - ☐ Elect the officers on the committee.
  - ☐ Agree the membership fees for the following year.
  - ☐ Consider any proposed changes to the Constitution.
  - ☐ Deal with other relevant business.
- (c) Notice of the AGM will be given by the club secretary with at least 14 days' notice to be given to all members.
- (d) Nominations for officers of the committee will be sent to the secretary prior to the AGM.
- (e) Proposed changes to the constitution shall be sent to the secretary prior to the AGM, who shall circulate them at least 7 days before an AGM.
- (f) All members have the right to vote at the AGM.
- (g) The Chairman of the Club shall hold a deliberative as well as a casting vote at general and committee meetings.
- (h) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 15% of the members of the Club. The committee shall also have the power to call an EGM by decision of a simple majority of the committee members.

- (i) The quorum required for business to be agreed at an AGM or EGM will be 15% of the membership.
- (j) All procedures shall follow those outlined above for AGMs.

## **9 Amendments to the constitution**

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

## **10 Discipline and appeals**

- (a) All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The Club Chairman or Welfare Officer (if appointed) is the lead contact for all members in the event of any child protection concerns
- (b) All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- (c) A sub-Committee consisting of at least 2 members of the Executive Committee and 1 other Committee member will consider complaints within 10 days of a complaint being lodged. A recommendation will be made for endorsement by the Management Committee. The Committee has the power to take appropriate disciplinary action including the termination of membership.
- (d) 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 5 days of the hearing.
- (e) There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 5 days of the Secretary receiving the appeal.


## **11 Dissolution**


- a) 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.
- b) The Committee will then be responsible for the orderly winding up of the Club's affairs.
- c) After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following as agreed on by the a majority vote of the membership present at a properly convened meeting
  - to another Club with similar sports purposes which is a charity and/or
  - to another Club with similar sports purposes which is a registered CASC and/or

- to the Club's national governing body for use by them for community sports or to a Local registered Charity .

**12 Declaration**

Walden Velo Cycle Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name	DAVID LEE	Position	Chair
Sign		Date	3 March 2020

Name	John Calvert	Position	Treasurer
Sign		Date	4 March 2020