

HATTON DARTS

CLUB CONSTITUTION

As agreed at the 2016 Club AGM

1. CLUB NAME & COLOURS

The Name of the Club is "Hatton Darts Running Club" ("The Club") and The Club Colours shall be a Red vest with a white horizontal name stripe across the chest with "HATTON DARTS" in black and/ or sunburst design; with plain dark shorts or leggings.

2. OBJECTIVES OF THE CLUB

The Objectives of the Club are to facilitate the participation in and the promotion of recreational and competitive running in the area of Burton-Upon-Trent and District and to provide ordinary benefits of an amateur sports club and to do all such things as the Committee thinks fit to further the interests of the club.

3. MEMBERSHIP OF THE CLUB

3.1 MEMBERSHIP APPLICATION

Membership of the Club shall be open, on application, to anyone interested in recreational or competitive running from 16yrs. The number of members may be limited at the discretion of the committee to 100 due to available facilities.

Individuals who wish to become members of the Club must apply using the Membership Application Form approved by the Committee & accompanied by the subscription fee.

By becoming a member of the Club, every member agrees to abide by the Club's Constitution and Rules; the Rules of Competition and other rules and regulations of UK Athletics Limited; and the rules and regulations of England Athletics Limited and ARC(or relevant successor bodies)

Members will enjoy the rights and obligations specifically outlined in this document. Members must also designate themselves as either "First Claim" or "Second Claim" Members.

Anyone satisfying the general admission criteria as determined by the Committee can become a Member provided that they are an amateur as defined by UK Athletics and they are aged from 16 years of age at the date of their application.

3.2 SUBSCRIPTIONS

The Club requires, as a condition of membership, annual subscription fees to be paid by Members of the Club. The Committee shall ensure that the subscription fees are set on a non-discriminatory basis and do not preclude open membership of the club. Members shall pay their subscription fees by the date of the Annual General Meeting each year.

3.3 CESSATION OF MEMBERSHIP

Members may resign from membership at any time by notice given to The Committee. A member who resigns shall not be entitled to any refund of subscriptions.

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 to remain a member. Such expulsion shall be carried out in accordance with the Disciplinary Procedures set out below.

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.

4. THE CLUB COMMITTEE

The day to day management of the Club shall be deputed to a Committee consisting of 8 Honorary Officers and 2 co-opted members.

4.1 HONORARY OFFICERS

The Honorary Officers of the Club shall be:

- The Chair
- Vice chair
- The Treasurer
- The Secretary
- The membership secretary
- The Men's Team Captain
- The Ladies' Team Captain
- Results
- 2 x co opted members

All Honorary Officers shall be nominated in accordance with the procedure entitled

“Election of Committee” set out below and elected by the Members at the Annual General Meeting.

The Honorary Officers shall remain in office for a term of one year after their election until the end of the Annual General Meeting in the first year after their election. All Honorary Officers shall be eligible for re-election. These Officers may delegate and assign tasks to other members of the Committee and Club.

Succession Planning - the chair shall remain in office for two years (and may continue thereafter if voted in) however to allow for succession planning a vice chair will be appointed to shadow chair. Who may step up to chair after two years, whilst chair becomes vice chair for a year.

4.2 ELECTION OF COMMITTEE

Any Member may be nominated by any two other Members, (with his/her approval) as a candidate for any of the posts of Honorary Officer at the Annual General Meeting.

A Member may accept nomination for any of the separately elected posts constituting the Committee, subject to being eligible to hold only one of these posts at any time. If a Member shall be elected to a post during the prescribed course of business, his or her name shall be deleted from all subsequent voting for the remaining elected posts at that meeting.

If the number of candidates for the post of any Honorary Officer (as each falls for election) is only one, that candidate shall be declared elected unopposed. If the number of candidates is more than one, ballot papers shall be prepared containing in alphabetical order all the names thus proposed: every eligible Member may vote for each office with the first candidate to reach a majority elected.

4.3 LEAVING OFFICE

The office of an elected member of the Committee shall be vacated if he or she:

- Resigns at any time by notice in writing to that effect given to the Secretary and such resignation shall take effect immediately.
- Ceases to be a member or shall be excluded or suspended from the Club under disciplinary proceedings.
- Is asked to resign by all the other Committee members, acting together.

The Committee shall have the power to appoint a Member to fill any casual vacancy on the Committee or amongst the Honorary Officers until the next Annual General Meeting. Any Committee Member so appointed shall retire at the next Annual General Meeting but shall be eligible for election at such meeting in accordance with the provisions for Proceedings

at General Meetings. Any Honorary Officer so appointed shall only remain in office until the AGM at which their predecessor was due to retire.

4.4 PROCEEDINGS OF THE COMMITTEE

The Committee shall meet on the first Tuesday of every calendar month at the “Club Meeting”, after the weekly training session. Any additional meetings (above 12 between 2 AGMs) may be held if agreeable to the committee.

Five of the voting members of the Committee shall be the quorum necessary for the transaction of business. A meeting of the Committee at which a quorum is present and has been properly convened shall be competent to exercise all the powers and discretions invested in the Committee by these Rules.

The Committee may act notwithstanding any vacancy in its numbers, so long as the number of members of the Committee entitled to vote is not reduced below four in which case it shall be entitled to act only for the purpose of appointing or arranging the election of new members of the Committee.

Questions arising at any meeting shall be determined by a simple majority of votes illustrated by a show of hands. In the case of an equality of votes, the Chair shall have a casting or additional vote. The Committee may regulate their meetings and proceedings as they think fit. The Committee shall, within two weeks of each meeting, record the decisions that it has taken and publish these to Club Members. As soon as is reasonably possible after a meeting, the Secretary shall distribute minutes of the meeting to all Club Members for comment via The Club website/email and at weekly training.

Any member wishing to raise an issue must inform the Chair at least one week before the meeting to have it added to the agenda.

4.5 POWERS OF THE COMMITTEE

The Committee shall be responsible for the management of the Club and shall have the following specific powers to:

- Make Club Rules and regulations to allow for the day to day operation of the Club and its activities.
- Appoint any person or persons to accept and hold in trust for the Club any property belonging to the Club or in which it is interested.
- Deal with any amount payable to the Club and for claims and demands of the Club.
- Deal with any finances of the Club including accounts payable & receivable.
- Pay all the costs and expenses of any matters associated with the running of the

club.

- Determine how and by whom any such power shall be executed, operations effected and documents signed or things done.
- Appoint Members or sub-Committees consisting wholly or partly of the members of the Committee to exercise such functions as the Committee may from time to time delegate.
- Organise Club activities with consideration to all members' needs & abilities.
- Vote on day to day matters, chair having casting or additional vote.

5. CLUB MEETINGS

With the exception of monthly meetings (held on the first Tuesday of each calendar month), every notice calling a meeting, "General Meeting" shall specify the specific nature of the business to be transacted.

5.1 GENERAL MEETINGS

Discuss general issues raised by club members or the committee

Report monthly financial balance to be recored in the minutes

Any important issues which effect the constitution or overall administration of the club, including allocation of club marathon place must be set on the agenda for the following meeting and all members informed (in order that all paid up members may have a vote)

5.2 ANNUAL GENERAL MEETINGS

The Annual General Meeting of the Club shall be held within the month of April each year, on a date and at a reasonable time and place to be fixed by the Committee for the following purposes and order of business:

- The Chairman's and treasurer's reports will be read and discussed
- The externally audited accounts to be presented
- To collect annual subscriptions due by all club members
- To elect the Honorary Officers and any co opted members.
- To decide on any resolution which may be duly submitted to the meeting as provided by these Rules.
- Not less than four weeks notice of an Annual General Meeting specifying the place, day and time of the meeting shall be given to the Members.

6. ACCOUNTS

The Club's financial records shall always be open to inspection by the Committee.

The Club's Financial Year shall run from 1st April to 31st March inclusive. The Treasurer shall present accounts for the previous Financial Year to the Annual General meeting for consideration and copies of these will be available to Members at the meeting. If the Accounts are not accepted at the AGM, a qualified Accountant may be appointed to investigate members' concerns.

7. APPLICATION OF SURPLUS FUNDS

The Club is a non-profit-distributing organisation. All surplus income or profits are to be reinvested in the club and will be used to maintain or improve the Club's facilities, equipment and kit or otherwise in line with the Club's objectives.

The Club may also in line with the objectives of the Club:

- Sell and supply club branded clothing & equipment (such as Club Hoodies)
- Remunerate members for providing goods and services, provided that such arrangements are approved by the Committee and are agreed on an arm's length basis.
- Pay in good faith interest on money lent by a Member at a commercial rate of interest; reimburse any Member his/ her reasonable and proper out of pocket expenses incurred on Club business; any premium in respect of the purchase and maintenance of indemnity insurance in respect of liability for any act or default of the Committee members in relation to the Club. No Member shall be paid a salary, bonus fee or any other remuneration for competing for or acting on behalf of the Club.

8. WEBSITE – www.hattondarts.co.uk

Access and passwords to be restricted to the web manager and the current chair person
Web manager to take direction from the committee on what appears on the site.

9. INTERPRETATION OF CLUB CONSTITUTION & RULES

The Constitution may be added to, repealed, or amended by resolution at any Annual or Special General Meeting carried by a majority of the Members voting.

The Committee shall be the sole authority for the interpretation of the Constitution and of Club Rules. The decision of the Committee upon any questions of interpretation or upon

any matter affecting the Club and not provided for by the Constitution, shall be final and binding on the Members except if otherwise directed by the Club in a Special or Annual General Meeting.

10. DISSOLUTION OF THE CLUB

If at any Special General Meeting a resolution for the dissolution of the Club shall be passed by a majority of the Members present, a further special General Meeting shall be convened, to be held not less than four weeks thereafter (of which two weeks written notice shall be given to each Member in addition to the other provisions for Notices), to further consider the matter.

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 Special General Meeting. If successful, the Committee shall proceed to realise the property of the Club and discharge all liabilities.

Any property remaining after the discharge of debts and liabilities of the Club shall be paid to or distributed to another community amateur sports club for road running or athletics, or to a charitable organisation having similar objectives and affiliations, as nominated at the Special General Meeting.

11. CORRESPONDENCE

Any notice required to be given under this Constitution will be deemed to have been given and received having been sent by mail or email to the last known postal or email address of the member as appropriate or by publication on the Club's website. It is the Members' responsibility to ensure that contact details are kept up to date on Club records.