



Stratford upon Avon Athletic Club

February 2022

CONSTITUTION

Stratford upon Avon Athletic Club operates as a Limited Company registered at Companies House under ref: Stratford upon Avon Athletics Club Limited - Company Number 9732367

The following Constitution governs the day to day running of the club subject to the Articles of the Limited Company

1. **NAME** The name will be 'Stratford upon Avon Athletic Club'. ("The Club")
2. **AIM** The aim of The Club is to promote Athletics.
Note: To ensure clarity of intent the definition of 'Athletics' includes Triathlon

3. MANAGEMENT

- a. The Board of Directors will consist of Chairman, Secretary, Treasurer (plus a minimum of 3 other Office Holders).
- b. The Board of Directors will be responsible for ensuring that the Company meet all required legal aspects
- c. For all other aspects relating to the running of The Club, responsibility is designated to The Management Committee ("The Committee")
- d. The Committee will consist of Chairman, Secretary, Treasurer, Membership Secretary, (plus a minimum of 3 and a maximum of 9 other elected officers) who will be elected at the Annual General Meeting. ("AGM")
- e. The Committee has the power to co-opt extra members up to a limit of three; and to form a sub-committee as and when considered necessary, but will always retain ultimate responsibility for making decisions.
- f. The Committee shall meet a minimum of six times per year.
- g. The quorum for The Committee at meetings is 4.
- h. All decisions will be by a majority vote. The Chairman shall have a casting vote in the event of a tie.
- i. An Honorary President may also be chosen at the AGM.
- j. If a statutory audit is required, an auditor/s, who must not be a member of The Committee, must be elected annually by the AGM.

4. CLUB EQUITY STATEMENT

The Club is committed to ensuring that equity is incorporated across all aspects of its normal running practices and development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

- a. 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.

5. MEMBERSHIP

- a. Application for membership shall be made by submitting an application to the Membership Secretary.
- b. Each member shall pay a subscription decided at the AGM. The method of payment is at the discretion of The Committee.
- c. Subscriptions must be paid for the current year before the member can compete for The Club.
- d. To resign for the purpose of joining another club the member should inform the Membership Secretary in writing and the appropriate forms must be completed and submitted to England Athletics for approval.
- e. Any member guilty of misconduct (see note 1) may be subject to the disciplinary procedure detailed in paragraph 11.

6. CHILD PROTECTION AND WELFARE POLICY

- a. The club is committed to creating and maintaining the safest possible environment for children and vulnerable adults to practice athletics.
- b. All coaching is by UK Athletics qualified coaches who are trained and have been screened by the Disclosure & Barring Service (DBS) for their suitability for working with young and vulnerable people.
- c. All concerns, allegations or reports of poor practice / abuse relating to the welfare of children and vulnerable adults will be recorded and responded to swiftly and appropriately in accordance with the Club's Welfare including child protection policy and procedures
- d. The Clubs Welfare Officer is the lead contact for all members in the event of any welfare concerns relating to children and vulnerable adults.

7. ANNUAL GENERAL MEETING

The AGM will be held during February or March and the following business undertaken:

- a. The Chairman's report will be read and discussed
- b. The accounts (audited if a statutory requirement) will be presented
- c. The officers will be elected.
- d. Motions to be discussed must be submitted to the Secretary at least two weeks before the meeting. These will be added to the agenda and circulated in advance of the AGM.
- e. Standing orders or rules may be changed by a two thirds majority decision.
- f. Twenty full members will constitute a quorum
- g. Only members of 14 years of age and over will be eligible to vote.
- h. The Chairman shall have a casting vote

8. CLUB COLOURS

- a. The Club's colours will be a yellow vest with a horizontal black band and black shorts.
- b. Club colours must be worn by all members competing for the Club at every event for which they have paid the entry fee as an affiliated member, and at all other times when representing the club.

9. AMENDMENTS TO CONSTITUTION

- a. The Committee, by a two thirds majority at a quorum meeting, may propose amendments to the Constitution.
- b. The changes may be made only at the AGM or an extra-ordinary general meeting called for that purpose. Four weeks' notice must be given for an EGM.
- c. A quorum consists of twenty full members. If the motion is passed by two thirds majority the amendment to the Constitution will be adopted.
- d. Alternatively, 10 full members may petition the Secretary in writing, to call an EGM in which the conditions in 9 (a) will apply with respect to calling the meeting and voting at it.
- e. Voting rights as at the AGM will apply.

10. DISSOLUTION

- a. The Committee, by a two thirds majority at a quorum meeting, may decide to dissolve The Club. They must then call an EGM giving 4 weeks notice to all club members. If the motion is passed by a two thirds majority The Club is then dissolved.
- b. Alternatively 10 full members may petition the Secretary in writing, to call an EGM in which the conditions in 10 (a) will apply with respect to calling the meeting and voting at it.
- c. Voting rights as at the AGM will apply.
- d. Upon dissolution any funds remaining after all debts have been met will be donated to Warwickshire County Athletics Association to be used in the furtherance of athletics in the County

11. DISCIPLINARY & GRIEVANCE PROCEDURE

The club has adopted the England Athletics Disciplinary and Grievance procedure.

- a. All complaints regarding any allegation of misconduct or any breach or alleged breach of club rules or the misconduct of club members should be submitted in writing to the Club Secretary.
- b. Where the matter relates to the Club Secretary, submit the complaint to the Club Welfare Officers.
- c. The content of a complaint will include specific details and evidence in relation to the infringement of club rules or any other offence or misconduct carried out during or in association with athletics activities which might reasonably be considered as bringing or having the potential to bring the Club into disrepute.
- d. See the Policy on the club website for the process and timings.

Note: Misconduct means adverse physical, mental or sexual conduct, harassment, bullying, discriminatory language, theft, criminal activities or any activity by an individual member which could bring the club into disrepute.

12. THIS CONSTITUTION was adopted at an AGM held on: 11th March 2020

Signed: Chairman Paul Hawkins

Secretary Tony Jackson