

Constitution/Rules of The City of Stoke Athletic Club

1 Name

The club will be called City of Stoke Athletic Club and herein after will be referred to as the club. The club will be affiliated to UKA

2 Purpose and Object

The main purpose of the club are to provide facilities for and to promote participation in the amateur sport of athletics in Staffordshire

3 Aims and Objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in Athletics
- To provide all its services in a way that is non discriminatory and equitable manner
- To ensure a duty of care to all members of the club
- To promote the club within the local community

4 Club Equity Statement

This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so acknowledges and adopts the following Sports 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 to sport to ensure it becomes equally accessible to everyone in society.

- 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.
- The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment, and abuse.
- All club members have responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The club will deal with any incidents of discriminatory behaviour seriously, according to the club disciplinary procedure.

5 Membership

Membership to the club shall be open to anyone interested in the sport on application regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

Members will be enrolled in one of the following categories:

- Senior Member
- Junior Member
- Life Member
- Associate Member
- Membership to different classes of membership and different subscription will be on a non-discrimination and fair basis. The club subscriptions will be kept at a level that will not pose a

significant obstacle to people participating, however limitation of membership according to available facilities is allowed on a non-discriminatory basis.

- Individuals shall only be eligible to take part in the business of the club, vote at General Meetings or be eligible for selection of any club team if the applicable subscription has been paid by the due date and/or membership has been approved by the club committee.
- The club committee may refuse membership or remove it only for good cause such as conduct of character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- All club 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.

6 Membership Fees

Membership fees shall be set annually at the Annual General Meeting and shall be set to meet the anticipated running costs of the club for the current year. Fees will be paid annually.

7 Officers of the club

The officers of the club will be:

- Chair
- Vice Chair
- Hon Secretary
- Treasurer
- Fixtures Secretary
- Publicity Officer
- Volunteer Coordinator
- Welfare Officer
- Junior Coordinator
- Coaching Coordinator
- Any other relevant position

Officers of the club will be elected annually at the Annual General Meeting

All Officers will retire each year but will be eligible for reappointment.

8 Committee

The affairs of the club will be managed through the Management Committee which shall consist of:

- President
- Chair
- Vice Chair
- Secretary
- Assistant Secretary
- Treasurer
- Subs Secretary
- Team Managers
- Any other relevant position
- All committee members must be members of the club

If the post of an officer or ordinary committee member shall fall vacant after such election, the Executive Committee shall have the power to fill the vacancy until the succeeding AGM.

Only these posts have the right to vote at meetings of the Management Committee.

The management Committee will be convened by the Secretary of the club and hold a minimum of 4 per annum.

The quorum required for business to be agreed at Management Committee meetings will be 6.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have the powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

9 Finance

All club monies will be banked in an account held in the name of the club. All surplus income and profits will be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

The Club Treasurer will be responsible for the day to day running of the finances of the club.

The financial year of the club will run from 1st January and end on 31st December.

An audited statement of annual accounts will be presented by the treasurer at the Annual General Meeting.

Any cheques drawn against the club funds should hold the signatures of the treasurer plus up to 2 other officers.

All members of the club shall be jointly and severally responsible for the financial liabilities of the club.

10 Annual General Meeting

Notice of the Annual General Meeting (AGM) will be given by the secretary. Not less than 21 days clear notice must be given to all members.

The AGM will receive a report from officers of the Management Committee and statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM. These must be nominated and seconded by the club members, usually 28 days before the AGM. Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The Management Committee and others or number members has the right to call Extraordinary General Meetings (EGM's) outside the AGM. Procedures for EGMs will be the same as for AGM.

11 Discipline and Appeals

All complaints regarding the behaviour of members should be submitted in writing to the Welfare Officer.

The Club Welfare officer is the lead contact for all members in the event of any child protection concerns.

12 Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through the majority vote of the membership, either present or by postal vote.

Open dissolution of the club any remaining assests shall be transferred to the sport governing body for use by them in related community sports.

13 Amendments to the Constitution

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

14 Declaration

City of Stoke Athletic Club hereby adopts and accepts this constitution as a current operating guide regulation the actions of members.

SIGNED _____ DATE _____

NAME _____

Club Chair

SIGNED _____ DATE _____

NAME _____

Club Secretary