

Morpeth Harriers & Athletic Club

(Founded 1946)

CONSTITUTION

Agreed 14 March 2000

[As amended 13/3/2001, 9/3/2004, 15/3/2005, 21/3/2006, 8/3/2011, 13/3/2012 & 17/3/2015]

1. NAME

The name of the Club shall be Morpeth Harriers & Athletic Club.

2. OBJECTIVES

The Club aims to develop its members' athletic potential within a sympathetic club environment. It will provide for all those above a minimum age established by the Committee, of both genders and all athletic disciplines. Whilst welcoming athletes of all levels of ability, the Club will deliberately seek to compete at the highest levels available and it will endeavour to provide the necessary coaching, finance and facilities compatible with these aims. It will also seek to develop athletic participation within the community and to encourage members of the community to join the Club.

3. CLUB COLOURS

The Club colours shall be royal blue vests with 2 white hoops. Alternative 'change' colours may be registered by the Club Committee with the appropriate governing bodies.

4. MEMBERSHIP

- a) Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age (subject to section 2 above), 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 Club may have 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) New members must complete and sign a form of application for membership which will be considered at the next Committee Meeting of the Club and, if approved, membership will be granted subject to the appropriate subscription having been paid.
- d) The Club Committee may refuse membership by a simple majority vote, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal of membership may be made to the Club Committee and, if necessary, to the North Eastern Counties Athletic Association (or its successor body).

(Note: Sections 14 to 16 of the Constitution deal with suspension and expulsion of members.)

5. CLUB COMMITTEE

The affairs of the Club shall be managed by a Committee consisting of five Officers (President, Chairman, Vice Chairman, Secretary and Treasurer) and not more than 15 nor less than 5 other committee members. The officers and other committee members shall be elected at the Annual General Meeting (AGM).

6. OTHER APPOINTMENTS

The Committee (or the AGM) shall have the power to make other appointments, including but not limited to:

- the replacement of Officers or other Committee members who resign between AGMs
- the establishment of vice presidents (not normally members of the Committee)
- the temporary co-opting of additional members onto the Committee
- the formation of sub-Committees
- appointment of persons to fulfil specific roles within the Club
e.g. team management, event organisation, fundraising.

7. COMMITTEE MEETINGS

The frequency of Committee meetings shall be determined by the Committee. (It should normally be at least every two months). Five Committee members must be in attendance to form a quorum.

8. ANNUAL GENERAL MEETING

An Annual General Meeting (AGM) shall be held during every calendar year.
(It should normally be within the first quarter of the year).

9. EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting (EGM) shall be called on a simple majority decision of the Committee or on the receipt by the Secretary of a written request for an EGM from not less than 15 paid-up members. In the latter case the purpose of the EGM must be stated in the request and the meeting must be called for a date within one month of the date the request is received by the Secretary.

10. PROCEDURE FOR GENERAL MEETINGS

Notice of a General Meeting (AGM or EGM) shall be clearly displayed within the Club Headquarters for at least one week prior to the meeting. It shall state the date, time, venue and provide details of the business to be transacted. (The Secretary should also take other reasonable steps to inform members about General Meetings).

In the case of an AGM further business or proposals (with the exception of amendments to the Constitution) for the meeting may be added to the agenda providing the Secretary is notified in writing at least one week prior to the date of the meeting.

Amendments to this Constitution shall only be made at a General Meeting and require a vote in favour of two-thirds of those members voting.

All other decisions at General Meetings shall be made by a simple majority.

Only paid-up members (or life members) are eligible to vote at General Meetings.

Ten paid-up members (or life members) must be in attendance to form a quorum.

11. ACCOUNTS

The Treasurer shall submit accounts for the previous calendar year to each AGM. These accounts should normally be audited prior to submission by another suitably qualified, independent individual.

12. ANNUAL SUBSCRIPTIONS

a) Subscriptions shall be due from all members on 1 January each year.

The level of annual subscriptions shall only be determined by a General Meeting, subject to b) below.

The Committee may establish reduced rates of subscription for new members joining during the year.

Details of subscription rates shall be clearly displayed within the Club Headquarters or otherwise communicated effectively to club members.

Only members who have paid their subscription for the year shall be considered paid-up members.

In cases of serious financial difficulty the Committee may impose a levy upon all members.

b) In the event of registration or membership fees being increased by the sport's governing bodies, the Committee shall be empowered to raise club subscriptions by an amount not exceeding the amount of the increase.

13. PROPERTY & FUNDS

a) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Constitution and all surplus income or profits are reinvested in the Club.

b) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-event expenses, post-event refreshments and other ordinary benefits of Community Amateur Sports Clubs (CASCs) as provided for in the Finance Act 2002.

c) The Club may also in connection with the sports purposes of the Club:

i) sell and supply food, drink and related sports clothing and equipment;

ii) employ members (though not for taking part in races or other events) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;

iii) pay for reasonable hospitality for visiting competitors and guests;

iv) indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

d) The Committee will have due regard to the law on disability discrimination and child protection.

14. SUSPENSION

Where a member is known, believed or suspected to be guilty of conduct which is **seriously** prejudicial to the Club's interests or brings the Club into **serious** disrepute, he or she may be suspended from membership immediately by a majority decision of the Club Officers, or by a simple majority decision at a properly convened Committee meeting. The Committee may also suspend members whose subscriptions are more than six months in arrears, providing such members have been given at least one month's notice in writing of the proposed action.

Any suspended member may appeal against the decision and has the right for the appeal to be heard by the full Committee. A suspension may be revoked by a simple majority of the Committee.

15. EXPULSION

The Committee may expel any member known or believed to be guilty of conduct which is **seriously** prejudicial to the Club's interests or brings the Club into **serious** disrepute. Such a decision may only be made after the member has been invited to attend a Committee meeting to state his or her case and requires a vote in favour of at least two thirds of the Committee members present. Any member so expelled may appeal against the decision within one month of being informed of his/her expulsion. Where such an appeal is made, the Committee shall ask the North Eastern Counties Athletic Association (or its successor body) to establish an appeal tribunal.

Any expelled member is entitled, on request, to a pro rata refund of any subscription paid for the calendar year.

16. NOTICE OF SUSPENSION OR EXPULSION

Any member who is suspended or expelled from the Club (or has such suspension or expulsion revoked) shall be informed of the decision within one week. The Committee may also inform relevant athletics governing bodies where members are suspended or expelled, giving the reason for the suspension or expulsion.

17. RESIGNATION

Any member wishing to resign shall do so in writing to the Secretary who should normally refer the resignation to the next Committee meeting for acceptance or otherwise. Acceptance may be deferred where the member is in debt to the Club (including cases where subscriptions are overdue). Where there is no such indebtedness membership shall cease from the date the resignation is sent to the Secretary.

In circumstances where there is no indebtedness, the Secretary may accept a resignation immediately.

Written acceptance of resignations shall be sent by the Secretary in all cases, within one week of the acceptance having been agreed.

18. APPLICATION OF ASSETS ON MERGER OR DISSOLUTION

- a) In the event of the Club merging with (or being incorporated into) another CASC club, the Club's net assets shall be transferred to the merged club or incorporating club.
- b) 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.
- c) The Club Committee will then be responsible for the orderly winding up of the Club's affairs.
- d) After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:

- i) to another Club with similar sports purposes which is a registered charity; and/or
- ii) to another Club with similar sports purposes which is a registered CASC; and/or
- iii) to the Club's governing body for use by them for related community sports.;

The decision on allocation of the net assets may be delegated to a group of at least five Officers, Committee Members or members of the Club elected at the meeting for that purpose.

Signed _____ D. SWINBURNE Chairman

_____ M J BATEMAN Secretary

_____ Date

13 MARCH 2012

APPENDIX

PROTOCOL FOR THE APPOINTMENT OF VICE PRESIDENTS & LIFE MEMBERS

VICE PRESIDENT

- FOR** Significant financial contributions to the club
- SUCH AS**
- A single donation of £1000 or more
 - Donations totalling £1500 or more in any five year period
 - Sponsorship totalling £3000 or more in any five year period
 - A donation of £300 (for the next year only)
- HOW**
- Eligibility raised at Committee by Club Treasurer
 - Person asked if they wish to become a Vice President
 - Confirmed at the next General Meeting

LIFE MEMBER

- FOR** Long and meritorious service as a club volunteer or outstanding achievement as a competitor (whilst a club member)
- SUCH AS**
- 15 years as a Club Officer
 - 25 years as a Committee Member, Coach, Team Manager etc.
 - Gaining a medal at a major Games
 - Competing at more than one major Games and/or World X Country Championships
 - Comparable levels of achievement
- HOW**
- Possible eligibility raised at Committee by any member
 - Eligibility agreed by two thirds of Committee Members present
 - Confirmation by a simple majority at the next General Meeting
- REVOCATION** Where a life member joins another athletic club or is guilty of behaviour prejudicial to the interests of the club, their life membership may be revoked at any time, subject to a majority vote to that effect by the Club Committee.