

Club Constitution & Rules

Amersham Road Cycling Club ("the Club")

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1 Name

The Club will be called ***Amersham Road Cycling Club*** and will be Community Amateur Sports Club (CASC) affiliated to British Cycling.

2 The purposes of the Club

The purposes of the Club are to provide facilities for and promote participation in the amateur sport of Cycling in Buckinghamshire and the surrounding area.

The Club shall be non-profit making and all surplus income or profits are to be reinvested in the Club. No surpluses or assets will be distributed to members or third parties.

3 Membership

Membership of the Club shall be open to any member of the community interested in the sport on application, 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.

ARCC is nominally an adult cycling club; however, the Club will accommodate youth members who are able to cycle competently in a group at the minimum 12 mph average. This will be assessed by the Club's New Joiner's Co-ordinator. The number of 12-15 year old places in the Club is limited to a maximum number of 5, to meet safeguarding requirements.

All members will be subject to the Rules and by joining the Club will be deemed to accept the Rules.

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.

The Club's Management Committee may refuse membership, or remove it, only for good cause, such as conduct or character likely to bring the Club or

sport into disrepute or actions likely to endanger other members, such as persistently dangerous riding. The Management Committee may likewise refuse membership to any prospective or existing member who has been barred from membership of a similar organisation or sports club.

Appeal against refusal or removal may be made to an appointed panel consisting of Club members.

New potential members are always welcome to join the Club and shall be entitled to cycle with the Club on a New Joiners Ride before subscription membership is necessary. On these days the cyclist shall be a guest of the Club and not a member. The number of Joiners Rides that a person may participate in before subscription is required will be decided by the Management Committee in consideration with any insurance policy in place at that time.

4 Membership fees

Membership fees will be proposed annually by the Management Committee and be subject to approval at the Annual General Meeting (AGM).

Fees will be paid annually by the renewal date (existing members) or upon joining (new members).

Any member in arrears with subscription shall be notified that unless such subscriptions are paid to date, membership of the Club shall be terminated.

5 Club Management Committee and Officers of the Club

The Club will be managed through a Management Committee supported as appropriate by Officers responsible for specific aspects of the Club's activity.

The offices of the Club are listed below. The Management Committee shall be elected annually at the AGM and be composed of a **Chairman**, a **Secretary**, a **Treasurer** and at least **3** other members who will between them be responsible for the Offices listed below and any other temporary or permanent roles deemed necessary by the Management Committee from time to time:

- Membership Secretary.
- Race & Sportive Coordinator
- Time Trial Coordinator
- West London CC Coordinator
- Social Secretary
- Club Kit Officer

- Group Rides Coordinator
- Communication and Information Technology Officer, (incl. website management and social media).
- New Joiners Coordinator (incl New Joiners Ride bookings)
- Female Members Representative
- Social Media Secretary
- Club Welfare and Safeguarding Officer

Management Committee members will be elected at the AGM. When appropriate, one member of the Management Committee can hold more than one office, other than in the case of the Chairman, Treasurer and Secretary.

Any other official or delegate found necessary may be appointed by the Management Committee during the year, but will not serve on the Management Committee unless voted to do so.

All officers will retire each year but will be eligible for re-appointment.

The Management Committee will be convened by the Secretary of the Club and held at least four times per year.

The quorum required for business to be agreed at Management Committee meetings will be four. The quorum should at all times include the Chairman and Secretary.

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

The Management Committee will have 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 Rules and for taking any action of suspension or discipline following such hearings.

6 Finance

All Club monies will be banked in an account held in the name of the Club.

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

The financial year of the Club will end on 31 December.

A statement of annual accounts will be presented by the Treasurer at the AGM, having previously been reviewed by another suitably qualified member of the Club who shall be approved in advance by the Management Committee.

Any cheques or electronic banking payments drawn against Club funds should hold the signatures and/or approvals of the Treasurer plus one of two officers as designated in the Club's banking mandate.

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 Rules.

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

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

1. Sell and supply food, drink and related sports clothing and equipment;
2. Employ members (though not for riding) and remunerate them for providing goods and services, on fair terms set by the Management Committee without the person concerned being present;
3. Pay for reasonable hospitality for visiting teams and guests;
4. Indemnify the Management 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).

7 Annual General Meetings

Notice of AGMs will be given by the Club Secretary via the Club's website and/or by other means as the Management Committee deems appropriate. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from the Management Committee and a statement of the Club's accounts.

Nominations for members of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All paid-up members have the right to vote at the AGM.

The quorum for AGMs will be 10% of the total paid-up membership of the Club as at the day preceding the AGM.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

8 Discipline and Appeals

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 21 days of a complaint being lodged. The Management Committee has the power to take appropriate disciplinary action including the termination of membership.

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 14 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The Management Committee should consider the appeal within 21 days of the Secretary receiving the appeal.

In the event of a matter of urgency that needs to be resolved before a meeting of the Management Committee can be convened, the Chairman, Treasurer and Secretary will have the power to act on behalf of the Management Committee to resolve the issue.

9 Dissolution

A resolution to dissolve the Club can be passed only at an AGM or EGM and through a majority vote of 75% of the membership present. The Management Committee is responsible for the orderly winding up of the affairs of the club.

In the event of dissolution, any assets of the Club that remain after settling all the Club's liabilities will be given or transferred to another registered CASC a registered charity or the sport's governing body (currently British Cycling) for use by them for related community sports.

10 Amendments to the constitution

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

Where there is any conflict between any of the above Rules and any other rule or rules, the Rules will take priority. Interpretation of all the Rules must be consistent with the statutory requirements for CASCs (which means

Community Amateur Sports Clubs as first provided for by the Finance Act 2002.

11 Declaration

Amersham Road Cycling Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:

Zoran Dimitrijevic

Club Chairman



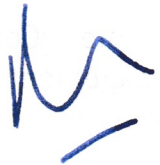
Date:

23/5/2023

Signed:

Paul Robinson

Club Secretary



Date:

23/05/2023.

ARCC/Constitution/27 April 2023