

# PETERBOROUGH & NENE VALLEY ATHLETIC CLUB

## CONSTITUTION

### 1. TITLE

The club will be known as Peterborough & Nene Valley Athletic Club (*herein after to be referred to as "the Club"*).

### 2. HEADQUARTERS

The headquarters of the club is the Peterborough Athletics Arena, Bishops Road, Peterborough PE1 5BW.

### 3. AFFILIATIONS

The club shall be affiliated to England Athletics (here in after referred to as EA), the South of England Athletic Association, Cambridgeshire Athletic Association, Eastern Athletic Association and kindred bodies and leagues as determined by the committee.

### 4. AIMS AND OBJECTIVES

The aims and objectives of the club shall be the promotion, practice, encouragement and development of athletics under the rules of UK Athletics. The club shall promote equal opportunities for all people who wish to take part in amateur athletics and has adopted the equity and welfare policy of UK Athletics. It will not discriminate in the provision of facilities or support for people on the basis of gender, ethnicity, religion or any other irrelevant distinction. It will provide support and facilities for people with disabilities in every way it can within its means.

The Club shall cater for all disciplines track and field, road running, cross country running, fell running and race walking.

### 5. CLUB EQUITY STATEMENT

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

- a) 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.
- b) The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse

- c) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity
- d) The club will deal with any incidences of discriminatory behaviour seriously, according to club disciplinary procedures.

6. MEMBERSHIP

- a) Membership is open to all persons regardless of gender, age, disability, ethnicity, nationality, religion and other beliefs. Members will either competing or non competing. Competing members will be subject to the registration provisions and competition rules of EA/UKA.
- b) There shall be 4 categories of membership – First claim, Second claim (both as defined by UKA rules), Associate and Honorary who shall be non-competing. The Club may propose persons to the Annual General Meeting to be awarded Honorary Membership status in recognition of their longstanding service to the Club/athletics.
- c) Applications for membership shall be made on the application form provided by the Club.
- d) All applications for membership made by persons under the age of 18 must be signed by a parent or guardian.
- e) All applications will be considered at the first available committee meeting.
- f) Election to membership commences on the date the application is agreed by the committee and upon payment of the appropriate membership fee.
- g) The membership year shall be March 1<sup>st</sup> to February 28<sup>th</sup>.
- h) All members will be subject to the provisions of the Club constitution and rules made by the Club Committee as approved by an AGM or EGM.

7. RESIGNATION

A notice of resignation from the club must be made in writing to the club Chairman and shall be considered by the committee within 28 days of receipt. Membership shall be deemed to have ceased on the actual date of the notice of resignation unless the athlete be financially indebted to the club or has possession of club property, in which case the acceptance shall be withheld until the indebtedness has been met and/or the property returned. The date of resignation shall then be the date on which the debt was discharged and/or the property returned.

8. MEMBERSHIP FEES

- a) The annual membership fee of the club shall be that set at the Annual General Meeting and shall be payable on election and subsequently on **March 1st** each year.
- b) The committee shall have the power to expel any member whose membership fee is 12 months in arrears, provided that a month's notice in writing shall have been sent to the member's last known address by recorded delivery service giving information of the proposed action of the committee.

- c) No member whose membership fee is in arrears is eligible to take part in any competition promoted by the club.

## 9. MANAGEMENT

The Management of the club is vested in a General Purposes Committee comprising of a Chairman, Vice-Chairman, Treasurer, Membership Secretary, Safeguarding officer(s) and the following officers of the committee:

Official's secretary

Coaching secretary

Minutes Secretary

Social Secretary

Meet & Greet Secretary

Statistician

A Cross Country Team Managers

A Road Running Team Managers

A Track and Field Team Managers

And any other such officer and/or general committee member as shall be approved at an AGM or EGM.

The committee shall meet at least 6 times per annum.

At a committee meeting 5 members shall form a quorum. The committee has power to fill any vacancy, which may arise, but no person may act as an officer unless they are a member.

## 10. FUNCTIONS OF THE COMMITTEE

- a) The committee shall have the power to appoint and delegate powers to sub-committees for any purpose considered desirable to advance the objectives of the Club.
- b) The committee may co-opt further members as and when desirable.
- c) The committee will be responsible for determining and implementing policies and rules that affect the organisation and activities of the Club.
- d) The committee shall elect or appoint representatives to any organisation to which the Club is affiliated to or is a member of.
- e) The committee will be responsible for instigating disciplinary hearings in relation to members and other who breach EA rules, codes, club rules and in relation to complaints of misbehaviour.
- f) The committee will be responsible for the control of the Clubs' finances.
- g) The committee will be responsible for determining the level of membership fees for Club members to be submitted for approval to the AGM.
- h) The committee is empowered to make a decision on any matter not expressly provided for in these rules.
- i) The committee as a body shall not be responsible for any personal financial commitment by any of its individual members.

11. PRESIDENT

The committee shall invite a suitable person to be President. The appointment is to be confirmed at the Annual General Meeting. The appointment is for one year from the date of the AGM confirming the appointment. The President may attend committee meetings but will not have a vote unless that person is also a club officer or member.

12. ANNUAL GENERAL MEETING

Notice shall be given of the date time and venue of the AGM of the Club by the Chairman to club members not less than 21 days before the date of the meeting. Notice shall be given to members by email or to the home address provided to the Club by the members. A notice shall also be posted on the notice board at the Club Headquarters giving the date time and venue of the AGM of the Club not less than 21 days before the date of the meeting.

The accidental omission to give notice of any AGM/EGM or non-receipt of notice of such a meeting by any person entitled to receive notice shall not invalidate proceedings at that meeting.

A quorum at a AGM shall be 10 members entitled to vote.

All decisions shall be by majority vote. The Chairman shall have a casting vote in the event of a tie.

- a) A general meeting shall be held during the month of October in every year and the following business discussed:
  - i) To present and approve the annual report(s).
  - ii) To present and approve the audited accounts.
  - iii) To elect officers to the committee.
  - iv) To appoint an independent auditor.
  - v) To consider any motions submitted to the Annual General Meeting.
- b) Nominations for officers to the committee must be given to the Chairman at least 14 days prior to the date of the meeting.
- c) Notice of any motions to be discussed must be given in writing to the Chairman at least 14 days prior to the date of the meeting.
- d) Any motions raised under c) above, the annual report(s) and the audited accounts and balance sheet duly certified by the auditor are to be made available to members.
- e) First claim members of (18) years of age and over Honorary members club officers and committee members shall be entitled to vote at the Annual General Meeting and EGMs. For the avoidance of doubt second claim and associate members are not entitled to vote.

13. EXTRA-ORDINARY GENERAL MEETINGS

- a) An Extra-Ordinary General Meeting may be called by the committee by giving 14 days notice to Club members and must be called by the Chairman within 14 days of receipt of a requisition in writing signed by 10

members of the club entitled to vote at an AGM stating the business to be brought before such a meeting.

- b) A quorum at an AGM shall be 10 members entitled to vote.
- c) All decisions shall be by a majority vote. The Chairman shall have a casting vote in the event of a tie.

14. FINANCE

- a) The financial year of the Club shall close on 30<sup>th</sup> September each year.
- b) The Treasurer shall receive and pay all amounts due on account of the club. The Club's monies shall be banked or invested as the committee may from time to time decide. Cheques shall be drawn on the signature of any 2 of 3 persons authorised by the committee, one of whom must be the Treasurer. The Treasurer will keep accounts and records detailing the Clubs' financial affairs.

15. MISCONDUCT

All club members, officers, officials, coaches, volunteers, team managers, parents of junior members, associate members, honorary members and others associated with the Club will be subject to EA's codes of behaviour and club rules approved by an AGM or EGM.

The Club adopts EA's Club Discipline and Appeals Process.

16. SAFEGUARDING

The Club adopts and will observe EA and UKA welfare policies codes practices and procedures.

17. AMENDMENTS TO THE CONSTITUTION / RULES

No alteration may be made to the constitution except by an Annual General Meeting or an Extra-Ordinary General Meeting called for that purpose. Amendments may be proposed by the committee. Alternatively, amendments may be submitted to the Chairman in writing and signed by 10 members entitled to vote.

18. DISSOLUTION

In the event of the affairs of the club having to be wound up an EGM shall be called to deal with any matters outstanding and to dispose of any assets.

Should a dissolution take place within 3 years of the first AGM of the club the assets shall be distributed in accordance with the merger agreement between Peterborough Athletic Club and Nene Valley Harriers dated 1<sup>st</sup> October 2019.