

CONSTITUTION **BOLTON TRIATHLON CLUB**

1. NAME

The club will be called Bolton Triathlon Club and will be affiliated to Triathlon England.

2. AIMS AND OBJECTIVES

THE AIMS AND OBJECTIVES OF THE CLUB WILL BE:

- * to provide an environment in which people can meet to train for, prepare for and compete in triathlons, aquathons and duathlons by organising training sessions and competitions
- * to provide coaching in all three triathlon disciplines.
- * to encourage participation in running, swimming and cycling.
- * to promote the club within the local community and the sport of triathlon.
- * to ensure a duty of care to all members of the club.
- * to provide all its services in a way that is fair to everyone.
- * to ensure that all present and future members receive fair and equal treatment.

3. MEMBERSHIP

Membership should consist of officers and members of the club. All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and the codes of conduct that the club has adopted.

MEMBERS WILL BE ENROLLED IN ONE OF THE FOLLOWING CATEGORIES:

- * Full member
- * Swimming only member (by invitation)
- * Associate member (by invitation)
- * Junior member

4. MEMBERSHIP FEES

Membership fees will be set annually and agreed by the Committee or determined at the Annual General Meeting. Fees will be due from 1st Jan each year and will be pro-rata for new members who join part way through the year.

5. OFFICERS OF THE CLUB

THE OFFICERS OF THE CLUB WILL BE:

- * Chair
- * Secretary
- * Treasurer
- * Welfare Officer
- * Membership Secretary
- * Website/Publicity Officer
- * Club kit and equipment officer
- * Social Secretary
- * Junior Section representative
- * Any other relevant positions.

Officers will be elected annually at the Annual General Meeting.

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

6. COMMITTEE

The club will be managed through the Committee. Any member may attend committee meetings but only elected officers have the right to vote at committee meetings.

The Committee will be convened by the Chair of the club and will meet no less than three times a year.

The quorum required for business to be agreed at Management Committee meetings will be 4 committee members.

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

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

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

Decisions will be made by a simple majority.

7. 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.

Club funds may only be used for the purposes of the aims and objectives of the club as listed above.

The financial year of the club will end on Dec 31st:

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

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

8. ANNUAL GENERAL MEETINGS

Notice of the Annual General Meeting (AGM) will be given by the Club Chair. A minimum of 21 clear days' notice is to be given to members giving the date, time and venue and inviting members to submit nominations for officers of the committee.

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

Elections of officers are to take place at the AGM.

Decisions will be made by a simple majority of votes.

All members have the right to vote at the AGM.

The quorum for AGMs will be 12 or 10% of the membership whichever is the greatest.

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

9. DISCIPLINE AND APPEALS

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

The Committee will meet to hear complaints within 21 days of a complaint being lodged. The 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 Committee following disciplinary action being announced. The committee should consider the appeal within 21 days of the Secretary receiving the appeal.

The Club 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 likely to cause harm to other members.

10. DISSOLUTION

A resolution to dissolve the club can only be passed at an AGM or EGM through by 75% if those voting.

The Committee will then be responsible for the orderly winding up of the Club's affairs. 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 Community Amateur Sports Club and/or
- (iii) to the Club's governing body for use by them for related community sports and/or
- (iv) to another triathlon club in the local area with similar sports purposes which is affiliated to Triathlon England

11. AMENDMENTS TO THE CONSTITUTION

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

12. DECLARATION

Bolton Triathlon Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:

S M Carter

(Club Chair) Bolton Triathlon Club

Date: 01/01/14

Signed:

Mark Jackson

(Club Secretary) Bolton Triathlon Club

Date: 01/01/14

Telephone contact details are available at reception.