



STAINLAND LIONS RUNNING CLUB

CONSTITUTION

OBJECTIVES

The objectives of the Club shall be to encourage the practice and development of amateur athletics and to organise Club competitions, as the Management Committee shall decide.

PRESIDENT

The President shall serve a four year term to allow for continuity in the club. The Management Committee will accept nominations for the role in the two months prior to the position becoming vacant with the successful nominee, as voted for by the committee, being announced at the AGM. The criteria to be nominated as President are that you will have been a past Chair of Stainland Lions Running Club or have been a member of SLRC for a minimum of 10 years.

There is no limit to the number of terms that a President can be in position.

The President will serve as a non-executive member of the Management Committee.

TRUSTEES

The purpose of the Trustees is to provide a reference point for the Management Committee when spending is £5000 or above excluding re occurring running costs of the club. The Trustees will be appointed by the Management Committee subject to them meeting the required criteria of having a long standing connection with Stainland Lions Running Club and having a vested interest in the continuing success of the club.

There will be 3 or 5 Trustees as the Management Committee deems appropriate and will hold the position for a period of 4 years. Should a matter be referred to the Trustees then a Club Officer will be the link between the committee and the trustees. There is no limit on the number or terms that a Trustee can serve.

In accordance with the grievance procedure the Committee also has the right to dismiss a Trustee if there is a breach of acceptable standards.

COMMITTEE

The management of the club shall be vested in The Management Committee and will be voted in at the AGM each year. The Management Committee shall consist of:-

President (non-Executive), Chairperson, Vice-Chairperson, Treasurer, Secretary, Club Captain (Men's), Club Captain (Ladies), Beginners' Captain, Social Secretary, Membership Secretary and Welfare Officer; who shall be officers of the Club together with four additional members.

All of the foregoing shall be elected at the Annual General Meeting of the following year With the exception of the President role who shall be elected as previously detailed.

An additional Management Committee position is available for the outgoing Chairperson, on a voluntary basis. No election will be necessary for this position and, if taken up, it will also include voting rights on the Management Committee.

The position of Chairperson shall have an option of a 2 year tenure, if at the end of the first year as chairperson another year is requested this shall be notified to the committee before the annual AGM and if accepted will be notified to members at the AGM.

In the event of any of the above elected positions not being filled at the AGM, the following options are available:-

- The position could be left vacant until a suitable applicant is elected
- The position could be filled by another Management Committee member

In either event, the Management Committee has the discretion to allocate the voting rights for the said position to another person as appropriate.

The Committee shall have the power to co-opt members for particular projects, but co-opted members shall not have a Committee vote.

There are no limits the number of terms that a Committee member can serve on the Committee

AFFILIATIONS

The Club is affiliated to the England Athletics Association and to such other amateur bodies as the Management Committee consider appropriate in order to carry out the objectives of the Club.

The Club shall seek to be affiliated for the purpose of:

- Road Running
- Cross Country
- British Triathlon Association
- Yorkshire Vets
- Fell Running

ANNUAL GENERAL MEETING

The Annual General Meeting shall be held in the month of January (or within one month of the end of the Club financial year) for the purpose of:

- Receiving the Annual Report of the committee
- Electing the Officers and Committee for the ensuing year
- Considering any amendments to the Constitutional Rules of which due notice has been given to all members. Any proposed change to a Constitution Rule by a member must be received by the Chairperson or Secretary at least 21 days prior to the date of the Annual General Meeting in order that all members shall have sufficient notice of the proposal.

At least 14 days' notice shall be given to members of that date, venue and agenda items for the Annual General Meeting. Each full member present at the meeting shall have one vote.

MEMBERSHIP

Membership shall be open to persons who are amateurs as defined by the England Athletics' Association. Each applicant for membership must complete the official application form. Members must be aged 17 or over.

The committee reserves the right to refuse a new member to join the club.

There will be three levels of membership as outlined below:-

Full Members all of who will pay the full membership fee (There are no Concessions for age)

Where a new member joins on or after the 1st January then only the EA fee will be payable for membership up to the 1st April when the full membership fee becomes payable.

Second Claim Members.

Where the cost of England Athletics (EA) membership is paid by the first claim club, the second claim membership shall be reduced by the amount due to EA. Should the first claim club not be a member of EA then the full membership fee will be due.

Social members

For members who only want to join our social events

Verification of identity of new members

Everyone who applies to join the Club, either as a Full or Social Member, shall be obliged to verify their identity to a member of the Management Committee. The procedure for this verification is as follows:

- Photo id (Must contain full name)
- Proof of address (dated within the last three months)

These documents should be originals and must be shown to a Stainland Lions Running Club Committee Member, or an official appointed by the Management Committee, before they can be accepted as a member of the Club. Any change of contact details should be provided as soon as possible to the Membership Secretary.

Obligations of Members

In the spirit of The Club all members wherever possible will volunteer to assist with the organization and hosting of club promoted races where possible. The obligation is to volunteer to marshal or assist at these events or if competing then to assist in providing assistance.

London Marathon Club places

The club will allocate the London Marathon Places by ballot in the December of each year.

To qualify to enter the club ballot the member must:-

- Be a full paid up member of the club including the date that the official London Marathon General Ballot opens.
- Have entered the official London Marathon Ballot and provided their rejection document to a Management Committee member. This must be done in sufficient time for the members name to be entered into the draw.
- You must NOT have won a London Marathon place through the Stainland Lions Club Draw in the last 5 years.

SUBSCRIPTIONS

The amount of the annual subscription shall be advised by the committee at the Annual General Meeting. These will then remain in place until the next Annual General Meeting.

The first yearly subscription must accompany the application for membership and thereafter is due on the 1st April in each year, the exception to this being members joining between the 1st January and the 31st March as detailed under Full Membership where only the current EA fee will be payable and the full fee will become payable on 1st April. All suscriptions shall be paid no later than 30th May of the year that they are due. Any member whose subscription is over 3 months in arrears will be deemed to have resigned their membership of the club.

The subscription to England Athletics for each member must be paid by 30th June.
The Committee has the authority to change fees as appropriate.

Data Protection Legislation

Members' personal data collected by the club will be stored electronically and will only be used for the purpose of administration as required by the club. It will only be disclosed to appropriate club officials or as required for affiliations that the club holds. It will not be disclosed to unrelated organizations.

It will be assumed that all members accept that certain personal details or photographs may be used in publicity when representing Stainland Lions Running Club at races or events. However members can 'opt out' of this

Resignations

Any member wishing to resign must do so in writing addressed to the Chairperson or Secretary. The resignation shall be considered by the Committee within one calendar month of receipt and will be held to be effective on the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club.

CONDUCT OF MEMBERS AND GRIEVANCE PROCEDURES

- A) All members shall ensure that they shall at all times conduct themselves in a manner that ensures the health and safety of and respect for other Club members, other runners and members of the public.
- B) Where any person has a concern about the conduct of a Club member they shall inform the Welfare Officer, or if that is not appropriate the Chairperson of the Club either verbally or in writing.
- C) If the matter concerns either the Welfare officer or the Chairperson the Vice Welfare and Vice Chairperson shall lead the enquiries.
- D) On receipt of a concern the Welfare officer shall consult with The Chairperson and arrangements will be made to gather the facts from all parties concerned. All attempts will be made for an informal solution at this point.
- E) Should an informal solution not be possible or appropriate a panel of 3 people will be formed consisting of the Welfare officer, the Chairperson and one other nominated person who will consider whether there has been a breach of Club rules or inappropriate behaviour.
- F) If required the parties concerned will be invited to a face to face meeting with the panel to provide more detail to the events.
- G) The panel will then decide on the level of the breach and any actions to be taken.
- H) Wherever possible this will be dealt with at Club level and all parties notified of the outcome in writing with the availability to ask for a further explanation of the panel's decision if required.
- I) If the matter is considered to be of such a serious nature that it cannot be dealt with within the Club then England Athletics will be informed and they will deal with the matter under their procedures set out on the EA website.

EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting shall be called by the Chairperson or Secretary within one calendar month of the receipt of a requisition signed by at least 10 members stating the purpose of the meeting. At least 14 days' notice shall be given to all fully paid up members of the date, venue

and purpose of an Extraordinary General Meeting. No other business shall be conducted at such a meeting.

CONSTITUTION AMENDMENTS

No Constitution Rule may be altered, added to, or deleted except at an Annual General Meeting or at an Extraordinary General Meeting called for that purpose, and then by a two-thirds majority of those present voting.

DISSOLUTION

A resolution to dissolve the club shall be proposed only at an Extraordinary General Meeting and shall be passed only if carried by a majority of at least three quarters of the members present and voting.

The dissolution shall take effect from the date of the resolution and the Trustees will be responsible for the winding up of the assets and liabilities of the club. Where the assets outweigh the liabilities of the club there will be a cooling off period of two years whereby if the club cannot be resurrected to the satisfaction of the Trustees then the remaining assets will be distributed to suitable charities within the Stainland Community.

APPLICATION OF SURPLUS FUNDS

The club is a non-profit-distributing organisation. All surpluses will be used to maintain or improve the furtherance of the clubs facilities or objectives with the exception of where separate commitments are made with regards to the income in our club races. In these circumstances funds will be allocated in accordance with the agreements in place