



## Rules/Constitution of Tamworth Cycling Club

### **1: The club will be called:**

**Tamworth Cycling Club**

### **2: The Purposes of the Club**

The purposes of the Club are to promote the amateur sport and recreational activity of Cycling in Tamworth and the surrounding area.

### **3: Permitted means of advancing the purposes**

The Committee has the power to:

**A:** Acquire and provide equipment, coaching, training, transport, club house, medical and other related facilities.

**B:** Provide coaching, training, medical treatment, social and other related facilities.

**C:** Take out any relevant insurance for the club.

**D:** Raise funds by appeals and subscriptions.

**E:** Set aside or apply funds for special purposes or as reserves

**F:** Deposit or invest funds in any lawful manner

**G:** Co-operate with or affiliate to firstly any bodies regulating or organising the Sport and secondly any club or body involved with it and thirdly with government and related agencies

**H:** Do all other things reasonably necessary to advance the purposes.

NONE of the above powers may be used other than to advance the purposes of the club consistently with the Rules below and the general law.

### **4: Membership**

**A:** Membership fees are to be paid annually and are due on the 1<sup>st</sup> January. Members who have not paid their membership by 28<sup>th</sup> February, will be considered lapsed and unable to take part in club activities.

Previous members who wish to rejoin the club are required to fill out a membership form and pay the club fees before they take part in any club activities.

**B:** Membership of the Club shall be open to anyone interested in the sport on application

regardless of sex, age (under 18 years of age to be accompanied by a legal parent or guardian), disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

**C:** 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.

**D:** We recommend that all members have 3rd party liability insurance such as that provided by British Cycling or The Cyclists Touring Club, as membership of TCC does not include this.

**E:** 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. Such decisions will be advised in writing. Appeal against refusal or removal may be made to an appointed panel consisting of committee members.

**F:** Any member receiving a written warning shall be excluded from holding a committee post for twelve months from the date of the warning. Any committee member receiving a written warning will be removed from the committee. All written warnings to remain on file for twelve months.

**G:** For most members of Tamworth Cycling Club (TCC) First Claim membership status will be the norm.

You can only be awarded a club prize, cup or trophy if you are a First Claim member of TCC. Your full membership fee must have been received prior to riding your chosen event[s]. TCC race rules are in line with those of British Cycling whereby a rider can only compete for a prize or trophy in the colours of the club of which he or she is a First Claim member and therefore authorized to receive such awards. However, a First Claim member who moves to Second Claim membership during a season would have his or her performances whilst riding for TCC First Claim [i.e. wearing club colours and on the start sheet as being a TCC member] taken into account when competing for club prizes or trophies. For clarity this would mean that a rider leaving First Claim status from, say, 1st August, would have any points earned before that date taken into account. If he or she left the club in entirety he or she would not be eligible for any club award. If he or she simply became a Second Claim member from 1<sup>st</sup> August only his or her points earned before 1<sup>st</sup> August would count.

Second claim members are not entitled to vote at any meeting.

**H:** Tamworth Cycling Clubs kit design will not be amended for a minimum of 5 years from inception & any amendments are to be voted for at the AGM or an EGM.

**I:** None members must complete three rides with the club before joining the club as a full member. On club rides there must be no more than 10 none members on a ride.

## **5: Club Nights**

**A:** All members may attend all general meetings/club nights of the Club in person.

**B:** Club nights will occur on the 1<sup>st</sup> and 3<sup>rd</sup> Mondays of each month.

## **6: Annual General Meetings (AGM)**

The Club will hold an AGM once in every calendar year and not more than 15 months after the last AGM. At every AGM:

**A:** The Members will elect a Committee including a Chair, Treasurer and Secretary to serve until the next AGM;

**B:** The Treasurer will produce accounts of the Club for the latest financial year audited as the Committee shall decide;

**C:** The Committee will present a report on the Club's activities since the previous AGM;

**D:** The Members will appoint a suitable person to audit the accounts; and

**E:** The Members will discuss and vote on any resolution (whether about policy or a change to the Rules) and deal with any other business put forward at least 30 days prior to the AGM.,

**F:** Members voting on any motion or amendment that is raised at an Annual or Extraordinary General Meeting must be a first claim Member of the Club.

**G:** For any resolution to be carried the majority for, must be 66% of members present.

## **7: Extraordinary General Meetings (EGM)**

An EGM shall be called by the Secretary within 14 days of a request to that effect from the Committee or on the written request of not less than 25% of members signed by them. Such an EGM shall be held on not less than 14 or more than 21 days' notice at a place decided upon by the Committee or in default by the Chair.

## **8: The Committee**

### **A: Role**

Subject to these Rules the Committee shall have responsibility for the management of the Club, its funds, property and affairs.

### **B: Property etc**

- i. The property and funds of the Club cannot be used for the direct or indirect private benefit of members.
- ii. The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, event expenses, post event refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- iii. The Club may also in connection with the sports purposes of the Club:
  - A:** Sell and supply food, drink and related sports clothing and equipment;
  - B:** Remunerate members for providing goods and services, on fair terms set by the Committee without the person's concerned being present;
  - C:** Pay for reasonable hospitality for visiting teams and guests;
  - D:** 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).
- iv. The Committee will have due regard to the law on disability discrimination and child protection

### **C: Composition etc**

i. The Committee shall consist of at least three and not more than 10 members (including Officers).

ii. The Committee members may co-opt up to 10 club members to serve until the end of the next AGM.

iii. Any Committee member may be re-elected or re-co-opted without limit.

iv. A Committee member ceases to be such if he or she ceases to be a member of the Club, resigns by written notice, or is removed by the Committee for good cause after the Member concerned has been given the chance of putting his/her case to the Committee with an appeal to the Club members, or is removed by club members at a general meeting. The Committee shall fairly decide time limits and formalities for these steps.

#### **D: Committee meetings**

**A:** Whenever a Committee member has a personal interest in a matter to be discussed, he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote and have no vote on the matter concerned.

**B:** The Committee may decide its own way of operating. Unless it otherwise resolves, the following rules apply:

i: At least 2/3<sup>rd</sup> of the members must be present for the meeting to be valid;

ii: Committee meetings shall be held face to face;

iii: The Chair, or whoever else among those present choose, shall chair meetings;

iv: Decisions shall be by simple majority of those voting;

v: A resolution in writing signed by every Committee member shall be valid without a meeting;

vi: The chair of the meeting shall not have a casting vote.

#### **E: Delegation etc**

The Committee may delegate any of their functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the Club; its membership; its duty to report back to the Committee. The Committee may wind up any sub-committee at any time or to change its mandate and operating terms.

#### **F: Disclosure**

Annual club reports and statements of account must be made available for inspection by any member and all club records may be inspected by any Committee member.

### **9: Amendments**

**A:** These Rules may be amended at an extra ordinary general meeting by two-thirds of the votes cast but not (if relevant) so as to jeopardise the Club's status as a Community Amateur Sports Club as first provided for by the Finance Act 2002 and not in any event to alter its purposes (unless the procedure set out in 9 (b) has been followed) or winding up provisions. **B:** The Club Purposes may be changed to include another eligible sport if the Committee unanimously agree and the members also agreed the change by a 75% majority of votes cast.

### **10: Winding up the Club**

**A:** 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 extra ordinary general meeting.

**B:** The Committee will then be responsible for the orderly winding up of the Club's affairs.

**C:** After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to a charity/charities of its choice

### **11: Club Principles**

**A:** Club members should at all times uphold the spirit of cycling fellowship that was integral to the establishment of Tamworth Cycling Club in the first instance.

**B:** Club members taking part in club or other events and / or wearing club kit in public are expected to be considerate ambassadors for the club and the sport.

**C:** When riding on the road, Club Members are expected to comply with the Highway Code. If any member(s) are viewed as having acted in a way that is seriously detrimental to these principles or the broader, positive ethos identified with the club the committee has the right to exercise the ability to exclude, either temporarily or permanently, those member(s) concerned from club events and/or membership.

**D:** Club members are not to react to provocation from motorists / other road users, either by returning rude hand signals or by verbal abuse.

**E:** Further principles are to be found in the Code of Conduct.

**Constitution adopted at a meeting held at: Tamworth Rugby Club**

**On: 30<sup>th</sup> September 2013**

**Name:**

**Signed::**

**Witnessed by:**

**Name:**

**Occupation:**

**Witness Address:**

**Postcode:**