

Club Constitution

This is the constitution of the club, as set out at an EGM on Tuesday 5th May 2015, and updated at an AGM on 22 May 2024. This was agreed upon by majority vote, as laid out in the previous constitution.

1. Name

The club will be called Quakers Running Club and will be affiliated to the England Athletics.

2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in running
- To promote the club within the local community and running
- 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

3. Club Equity Statement

This club is committed to ensuring that 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.
- 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.
- The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

4. Membership

To ensure all present and future members receive fair and equal treatment. 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 codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

- Full member
- Social member
- Over 65 years member
- Life member

5. Membership fees

Membership fees will be set annually and agreed by the Executive/Management Committee or determined at the Annual General Meeting.

Fees will be paid annually.

6. Officers of the club

The officers of the club will be:

- Chair
- Secretary
- Treasurer
- Membership secretary
- Development officer
- Welfare officer
- Lead coach
- Web administrator
- Social media officer
- Team captains
- Club statistician
- Race development committee

- Social committee
- Club competition officers
- Press officer
- Any other relevant position

Officers will be elected annually at the Annual General Meeting.

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

7. Committee

The club will be managed through the Management Committee consisting of:

- Chair, secretary, treasurer, lead coach, development officer, membership secretary and welfare officer. Only these posts will have the right to vote at meetings of the management committee.
- The management committee meetings will be convened by the secretary of the club and held no less than ten times per year.
- The quorum required for business to be agreed at management committee meetings will be: four.
- 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 subcommittees 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 club rules, regulations or constitution. The management committee will be responsible for taking any action of suspension or discipline following such hearings.

8. 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 run between 01 April and 31 March each year.

An independently verified review 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 one other member of the Management Committee.

9. Annual General Meetings

The club secretary will give notice of Annual General Meetings (AGM). Not less than 21 calendar days' notice to be given to all members.

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

Nominations for officers 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 members have the right to vote at the AGM.

Within the event of a tied vote, the chair of the club will have the deciding vote.

The quorum for AGMs will be 10% of all members.

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. An EGM may also be called upon the written request to the chair, of at least ten members or 25% of the club membership.

10. 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 14 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 7 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

11. Dissolution

A resolution to dissolve the club can only be passed at an EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of some other club with similar objectives to those of the club, or a Registered Charity agreed upon by the elected officers on the club.

12. Amendments to the constitution

The constitution may be changed through agreement by majority vote at an AGM or EGM, or at the discretion of the Management Committee.

13. Declaration

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