

# Worcester Athletic Club's Constitution



December 2024

## 1. NAME AND OFFICE

1.1 The name of the Club shall be "Worcester Athletic Club".

1.2 The principal office of the Club shall be situated in England.

## 2. AIMS

The aim of the Club is to promote athletics for the public benefit generally but with particular reference to the inhabitants of Worcester City and its surrounding areas.

This will be achieved by:

2.1 Promoting community participation in healthy recreation by providing (a) facilities for athletics including running and track & field and such other related activities capable of improving fitness and health and (b) coaching, competition and other services to support these activities;

2.2 Advancing the education (including the academic and physical education) of children and young people by providing or assisting in the provision of education, training or coaching in athletics or by such other [charitable] means as the Committee may from time to time determine;

2.3 Providing and assisting in the provision of facilities for sport, recreation and other leisure time occupation of such persons who have need for such facilities by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving their conditions of life.

## 3 ETHOS

3.1 The Club is committed to ensuring that equity is incorporated across all aspects of its operations, activities and development. In doing so, the Club 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 shall treat everyone equally within the context of their sport, regardless of age, disability, gender, gender reassignment, race (including ethnicity and nationality), religion, belief, sex, sexual orientation, pregnancy, maternity 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 Members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

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The Club will deal with any incidence of discriminatory behaviour seriously according to the Club's disciplinary procedures.

For further information relating to Inclusion and Grievance & Disciplinary Policies please refer to the appropriate Club Standard.

## 4. COMMITTEE

4.1 The management of the Club shall be vested in the General Committee (hereinafter called "the Committee") and the Committee may make such regulations and decisions generally as they may think fit with regard to the affairs of the Club, excepting only such matters as are by this Constitution reserved to the Club's Annual General Meetings.

4.2 The Committee shall consist of Chairman, Vice Chairman, General Secretary, Treasurer, Welfare Officer, Membership Secretary, Minutes' Secretary, Coaching Co-ordinator, Track and Field Team Manager (Men), Track and Field Team Manager (Women), Cross Country Team Manager (Men), Cross Country Team Manager (Women), Race Walking Representative, Road Running Representative, Young Athletes' Co-ordinator, Men's Captain, Women's Captain, Press Officer/Newsletter Editor and 2 Members without Portfolio

4.3 Members of the Committee must be Club Members and shall retire each year but shall be eligible for re-election.

4.4 The election of the Committee may be either by a show of hands or by ballot as the Chair shall decide.

4.5 The Committee shall have the power to fill any vacancy arising amongst the Committee. Any Member so appointed shall retire at the next AGM but shall be eligible for re-election,

4.6 A quorum of the Committee is deemed to be **a minimum of 5 elected representatives to include at least one elected representative holding a senior position as Chair, Secretary, or Treasurer.**

4.7 Voting rights of the Committee shall be one person, one vote except for the Chair. At Committee meetings and at the AGM the Chair may have a casting or additional vote in the event of equality of votes

4.8 The Committee will meet at least once every two months. The Committee will decide, on a meeting to meeting basis, whether the meetings will be held in person or virtually

4.9 Any Club Member may attend any Committee meeting, and when invited by the Chair, may address the Committee

4.10 After the AGM, and the appointment of the Committee, a number of non-committee club roles may be identified and appointments made into those roles

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## 5. CLUB FINANCES

5.1 A bank account shall be opened and maintained in the name of the Club (**Club Account**). Designated account signatories shall be the Chair, the Secretary (if any) and the Treasurer. No sum shall be expended from the Club Account except by cheque signed by two of the designated signatories or by electronic transfer approved by at least one of the designated signatories subject to a maximum amount fixed by the Committee. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account as soon as is reasonably practicable. The Club Account shall be managed in accordance with any finance policy drawn up by the Committee and/or in accordance with the reasonable instructions of the Committee (acting collectively) from time to time.

5.2 The Club's financial year shall end on **31<sup>st</sup> October** each year or such other date as the Committee may determine from time to time provided that no financial year shall be shortened to less than nine months or extended to more than fifteen months.

## 6. ANNUAL GENERAL MEETING

6.1 Annual General Meetings of the Club shall be called once a year. At least 2 calendar months' notice must be given.

6.2 Items for the Agenda must be received by the General Secretary in writing or electronically at least 2 weeks before the AGM.

6.3 An Annual General Meeting of the Club for receiving the Annual Report, for passing the Honorary Treasurer's accounts and for election the Committee hereafter referred to shall be held before the end of December in each year.

6.4 The Honorary Treasurer's accounts shall contain a clear statement of the finances of the Club for the year prior to the Annual General Meeting.

6.5 An Honorary Auditor, not a committee member, shall be elected at each AGM for the ensuing year.

6.6 All members have voting rights.

6.7 The President of the Club shall be elected at the AGM and shall hold office for two years but shall be eligible for re-election on retirement.

6.8 Any announcement of a person(s) to the position of "Life Member" shall be done at an AGM. Election to Life Membership of the Club will entitle that member to the waiving of subscription fees.

6.9 All General Meetings other than the AGM shall be called Extraordinary General Meetings (EGMs).

6.10 An EGM may be called at any time by the Committee at that time and shall also be called within two weeks of the receipt by the Secretary of a requisition in writing, signed by not less than 50 members stating the purposes for which the EGM is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

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## 7. MEMBERSHIP AND SUBSCRIPTIONS

7.1 Any person wishing to become a member shall complete an application form (either electronic or paper version). This application together with the appropriate subscription shall then be considered for membership which will be ratified by the Membership Secretary.

7.2 On the election of a member, the Membership Secretary shall accept the subscriptions and at once give to the member notice thereof. If the candidate is refused, the form and accompanying subscription shall be returned.

7.3 Persons wishing to join the Club in a non-competing capacity may apply for Associate Membership status.

7.4 Subscriptions will fall due on each 1st March.

7.5 The subscriptions payable by the various classes of members shall be determined at the AGM of the Club and shall be altered only at an AGM or at an EGM called for this purpose. Such subscriptions shall, when determined, have effect as if they were herein set out.

7.6 The Committee shall have power to expel or suspend any member if in their opinion, during Club activities, his or her conduct is in wilful violation of the Constitution or such as to injure or discredit the Club.

For further information relating to the Grievance and Disciplinary Policy please refer to the appropriate Club Standard.

7.7 The Committee may declare that any member whose subscription is in arrears for six months shall have ceased to be a member of the Club but without prejudice to the right of the Club to recover the outstanding subscription or other sums due to the Club from such members. On the Committee making such declaration, the member in question shall forthwith cease to be a member of the Club.

## 8. CLUB COLOURS

The Club colours shall consist of a yellow vest with a red and a black inverted crescent on each side thus...



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The second Club colours shall consist of a yellow vest with a red and a black diagonal stripe on the front and back.

## 9. RESIGNATIONS OF MEMBERSHIP

9.1 On resignation, communication must be sent to the Membership Secretary which will be considered within 1 calendar month. Resignations cannot be accepted if members have outstanding obligations to the Club.

## 10. GENERAL

10.1 The facilities hired by the Club shall be available for use at stated times laid down by the Committee.

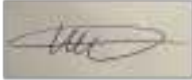

10.2 If a member shall desire to make a complaint on any subject, the same shall be submitted to the relevant person present. If the member shall consider that the matter has not been satisfactorily disposed of, it shall be referred to the Committee in writing or electronically, via the General Secretary. The decisions of the Committee shall be final.

10.3 Neither the Club nor the Committee shall be responsible for any injury to any member, visitors or trespasser whilst using the Club's facilities or facilities hired by the Club, nor for the loss of, or damage to, any individual's property howsoever caused, of any member or visitor during club activities.

10.4 Proposals to change or amend the Constitution must be received in writing by the General Secretary for discussion by the Committee.

10.5 The Constitution may be amended only at an AGM or an EGM of the Club called for that purpose.

10.6 If upon the winding up or dissolution of the Club there remains in hand, after satisfaction of all debts and liabilities, any property whatsoever, such disbursement shall be transferred to an organisation with similar aims, such organisation to be determined by members of the Club at or before the time of winding up or dissolution.

Chair:		Kirsty White
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Secretary:		Tristram Elmhirst
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