

Marford and Gresford Velo Club Constitution

The Club Constitution was approved at our Inaugural General Meeting on 11th November 2015. It was amended on 8th September 2021 in relation to the approval of the club's Equality and Diversity statement. It may be downloaded by clicking the pdf link.

Rules/Constitution of Marford & Gresford Velo Club

1 The club will be called: Marford and Gresford Velo Club

2 The Purposes of the Club

a) The purposes of the Club are to promote the amateur sport of cycling in Marford, Gresford and surrounding areas and promote community participation in the same area.

3 Permitted means of advancing the purposes

a) The Committee has the power to:

b) Acquire and provide, grounds, coaching, training, transport, medical and related facilities

c) Take out any insurance for club, members, guests and third parties

d) Raise funds by appeals, subscriptions, loans and charges

e) Borrow money and give security for the same, and open bank accounts

f) Buy, lease or licence property and sell, let or otherwise dispose of the same

g) Make grants and loans for the benefit of the club and its members

h) Set aside or apply funds for special purposes or as reserves, e.g. upfront cost of a sportive.

i) Deposit or invest funds in any lawful manner

j) 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

k) Do all other things reasonably necessary to advance the purposes.

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

4 Membership

a) Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. The full wording of the club statement of Equality and Diversity as adopted 10th September 2021 is included below and forms an integral part of this constitution.

b) Members shall abide by the road rules and etiquette as set out by the committee and issued on receipt of membership.

c) 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. Appeal against refusal or removal may be made to an appointed panel consisting of club members.

5 All General Meetings

- a) All paid members may attend, contribute and vote at all general meetings of the Club in person, others may attend as observers.
- b) Such meetings need 21 clear days' written notice to members.
- c) The quorum for all general meetings is 25% of the membership
- d) The Chair or (in his or her absence) another member chosen at the meeting shall preside.
- e) Except as otherwise provided in these Rules, every resolution shall be decided by a simple majority of the votes cast on a show of hands.
- f) Formalities in connection with General Meetings (such as how to put down resolutions) shall be decided by the Committee and publicised to Club members.

6 Annual General Meetings (AGM)

- a) The Club will hold an AGM once in every calendar year and not more than 15 months after the last AGM. At every AGM:
- b) The Members will elect a Committee including a Chair, Treasurer and Secretary to serve until the next AGM;
- c) The Treasurer will produce accounts of the Club for the latest financial year audited as the Committee shall decide;
- d) The Committee will present a report on the Club's activities since the previous AGM;
- e) The Members will discuss and vote on any resolution (whether about policy or to change the Rules) and deal with any other business put to the meeting.

7 Extraordinary General Meetings (EGM)

- a) 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 15% of the membership and 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

Role –

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

Property etc –

- a) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules.
- b) The Club may provide sporting and related social facilities, coaching,

courses, insurance cover, medical treatment, post event refreshments and other ordinary benefits

c) The Club may also in connection with the sports purposes of the Club:

i. Sell and supply food, drink and related sports clothing and equipment;
ii. 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).

d) The Committee will have due regard to the law on all forms of discrimination and child protection and vulnerable adults and will follow the contents of the club statement of Equality and Diversity.

Composition etc -

a) The Committee shall consist of at least five and not more than 14 members (including Officers).

b) The Committee members may co-opt club members (up to the maximum permitted number) to serve until the end of the next AGM.

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

d) 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.

e) A Club member may become a committee member in their 2nd full year of membership.

f) Members must be nominated and seconded for committee by members in their 2nd full.

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.

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

a) At least 4 members must be present for the meeting to be valid;

b) Committee meetings shall be held face to face;

c) The Chair, or whoever else those present choose shall chair meetings;

d) Decisions shall be by simple majority of those voting;

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

f) The chair of the meeting shall not have a casting vote.

E Delegation etc -

a) 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 -

a) 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 a general meeting by two-thirds of the votes cast but not (if relevant) so as to jeopardise the Club's status and not in any event to alter its purposes unless winding up provisions.

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 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 one or more of the following:

i. To another Club with similar sports purposes which is a charity and/or

ii. To another Club with similar sports purposes which is a registered CASC and/or

iii. To the Club's national governing body for use by them for related community sports.

Constitution adopted at a meeting held at:

On:

Name:

Signed: Signature:

Witnessed by:

Name: Signature:

Occupation:

Witness Address:

Postcode:

Marford and Gresford Velo Club

Equality and Diversity Policy Statement

1.0 Statement of Intent

1.1 Marford and Gresford Velo club (the club) is fully committed to the principles and active promotion of equality of opportunity and is responsible for ensuring that no member receives less favourable treatment on the grounds of age, gender, parental or marital status, racial group (race, colour, nationality, ethnic or national origins), disability, religious beliefs or principles, social status, political/trade union membership or non-membership or sexual preference.

1.2 The Club will ensure that there will be open access to all those who wish to participate in cycling and that they are treated fairly.

1.3 The “active promotion of equality of opportunity” implies that the club is seeking to move from simply complying with legislation and good practice towards embracing diversity.

2.0 Purpose of the Equality policy

2.1 The Club will ensure that no sections of the community are denied the opportunity to participate equally and fully in the pastime of cycling at whatever level suits them.

2.2 The Club will take steps to prevent discrimination or other unfair treatment for its members.

3.0 Legal Requirements

3.1 The Club is required by law not to discriminate against its members and recognises its legal obligations under current, relevant acts and related obligations arising from connected codes of practice.

4.0 Types of Discrimination

Discrimination can take the following forms:

4.1 **Direct Discrimination:** This occurs when one person is treated less favourably than another in the similar circumstances.

4.2 Indirect Discrimination: This occurs when a provision, criterion or practice is applied equally to all, but which has a disproportionate and detrimental effect on a particular section of the population, because fewer members of that section can comply with the provision, criterion or practice cannot be objectively justified.

4.2.1 When decisions are made about an individual, the only personal characteristics taken into account will be those which, as well as being consistent with relevant legislation are necessary to the proper performance of the work involved.

4.3.1 Harassment: Harassment can be described as actions, behaviour comments or physical contact that are unwelcome, inappropriate, unreciprocated and objectionable or causes offence to the recipient. It may related to age, gender, racial group, disability, religion or belief, social status, sexuality or some other personal characteristic.

4.4.1 Bullying: Bullying is one form of personal harassment. It is the misuse of power or position to persistently criticise or to humiliate and undermine an individual's confidence.

4.4.2 The Club is committed to ensuring that its members are able to conduct their activities in an environment that is free from harassment, intimidation or bullying. This includes cyber-bullying and abuse as well as face to face bullying.

4.4.3 The Club regards discrimination and harassment or bullying as described above as gross misconduct and any member of the Club who discriminates against any other person will be liable to appropriate disciplinary action. Any grievances can be raised with the welfare officer. (Shown on the committee page).

4.5 Victimisation: Victimisation occurs when someone is treated less favourably than others because he or she has taken action against the Club under one of the relevant acts or provided information about such discrimination.

5.0 Implementation

5.1 A copy of this document will be available to all members of the Club.

5.2 All members have responsibilities to respect, act in accordance with and thereby support and promote the spirit and intentions of this policy.

5.3 The Club will take measures to ensure that its practices are non-discriminatory.

5.4. No official post will be placed at a disadvantage by requirements or conditions which are not necessary to the performance of the post or which constitute unfair discrimination.

5.5 A planned approach will be adopted to eliminate barriers which discriminate against particular groups.

5.6 The Club will ensure that any consultants and advisers used by the Club can demonstrate their commitment to the principles and practice of equality.

6.0 Positive Action

6.1 The Club may take positive action or introduce special measures or initiatives for any group which is currently under-represented in membership.

7.0 Monitoring and Evaluation

7.1 The Club will regularly monitor and evaluate the policy, practices, procedures and operations on an ongoing basis and will inform members of their impact.

7.2 The Chairperson has overall responsibility for the implementation of the equal opportunities policy.

7.3 The Club Committee is responsible for ensuring that this equality policy is followed and to provide appropriate procedures to deal with the investigation and disciplinary hearing in connection with any alleged breach of the Equality Policy.

8.0 Disciplinary and Grievance Procedures

8.1 To safeguard individual rights under the policy any member who believes that he/she has suffered inequitable treatment within the scope of the policy may raise the matter through the appropriate grievance procedure.

8.2 Appropriate disciplinary action will be taken against any member who violates the Club's Equality Policy

8.3 The Club is concerned to ensure that individuals feel able to raise any grievance and no member or volunteer will be penalised for doing so unless it is untrue and not made in good faith.