

# Abergavenny Road Club

## Constitution and Club Rules

### 1. Title and Colours

The Club shall be called Abergavenny Road Club, (hereafter called "the Club") and its Club colours shall be chosen from Red, Yellow, Black and White.

### 2. Objects

The objects of the Club shall be the promotion of cycling as a sport and recreation and the fostering of fitness and companionship among its members.

### 3. Affiliations

The Club shall be affiliated to such national and regional bodies, whether competitive or recreational, as is from time-to-time deemed necessary or desirable by the Management Committee.

### 4. Officers

(a) The Officers shall be – Chairman/Madam Chairman, Treasurer, Management Committee Secretary, Public Relations Secretary, Development Secretary, Membership Secretary, General Secretary, Social Secretary, Awards Secretary, Welfare Officer, Webmaster, Club Kit Secretary, Competition Co-ordinator, Coaching Co-ordinator, Teenage Development Officer, Go-race Co-ordinator, Leisure Cycling Co-ordinator, Women's Team Co-ordinator, Publicity Secretary, Social Media Secretary, Marketing Officer.

(b) In addition, a President may be selected by the Management Committee, but shall not be considered an Officer.

(c) All Officers shall be elected at the Annual General Meeting, and the term of office for all Officers shall be one year.

### 5. Management Committee

(a) The Management Committee shall comprise of the Chairman/Madam Chairman, Treasurer, Management Committee Secretary, Public Relations Secretary and the Development Secretary.

(b) The Management Committee shall meet at nine week intervals, unless more frequent intervals are deemed necessary.

(c) The Management Committee has the power to replace retiring officers and to co-opt other Officers, who may also request to attend meetings of the Management Committee.

(d) The Management Committee will organise suitable line management structures, to ensure accountability of all Officers. This may include the setting up of Sub-committees.

(e) Minutes of Management Committee meetings, edited to remove confidential information, should be uploaded on the Club website within 10 days of each meeting.

### 6. Elections

(a) Only First-claim members over sixteen years old are eligible to vote. Family membership carries one vote. (b) Nominations for Chairman/Madam Chairman, Treasurer, Management Committee Secretary, Public Relations Secretary and the Development Secretary must be in writing, and made to the Committee Secretary no later than 10 days before the Annual General Meeting, and should be accompanied by the names of the Proposer and Seconder.

(c) The Chairman/Madam Chairman of the Annual General Meeting may only accept at the meeting nominations for

Management Committee posts for which no nominations have been received in writing by the Committee Secretary.

(d) The Chairman/Madam Chairman of the Annual General Meeting may accept at the meeting nominations for Officers other than Management Committee posts.

### 7. Quorum

The Quorum for General Meetings shall be one quarter of the voting membership, and for Management Committee Meetings, four Management Committee Members. If a quorum is not present at the published start-time, a delay of up to 30 minutes will be made. After this time if a quorum is still not present the meeting will proceed as normal.

### 8. Powers Of The Management Committee

(a) The Management Committee shall have the power to run the Club's affairs on a day-to-day basis in accordance with the Constitution. The Management Committee shall have the power to accept sponsorship offered, and decide how such sponsorship is to be used. An event secretary may accept sponsorship for his or her event, and shall inform the Management Committee as soon as possible of its use. The Management Committee may co-opt up to three additional members at any one time and fill vacancies as they occur. It shall have the power to form sub-committees for specific purposes, to reject membership applications and to impose suspension or expulsion on members for misconduct, in accordance with Rule 8 (b) below.

(b) Disciplinary hearings may be initiated by the Management Committee, whether or not a complaint has been made to it, into alleged breaches of the Club rules or conduct alleged to be damaging to the best interests or reputation of the Club.

### 9. Delegates

The Club shall normally be represented at meetings of National or Divisional Bodies to which it is entitled to send delegates. The Management Committee shall, on an ad-hoc or longer basis, empower delegates to act on the Club's behalf, including voting in accordance with instructions where given, at such meetings and will be responsible for seeing that representatives who have accepted nomination attend as required.

### 10. Membership

(a) All applications for membership shall be made to the membership secretary, the appropriate subscription to accompany a completed application form. Admission to the Club shall not be formally completed until ratified by the Management Committee at its next meeting. No direct benefits of sponsorship shall be derived by a new member until such membership has been approved by the Management Committee. For competition purposes members may be admitted as first-claim or, (where first-claim is already held with another club) second-claim, but no benefits are derived from this form of membership other than association with the Club. All active family or full-time members should attempt to marshal, time-keep,

# Abergavenny Road Club

## Constitution and Club Rules

or at least assist at two Club open events in the year of membership. Active means cycling competitively in one or more Club or open events in the year of membership.

(b) Honorary Life Membership or Honorary Annual Membership may be conferred upon members of the Club by a majority vote at the AGM. Nominations for this distinction shall be on the recommendation of the Management Committee.

### 11. Subscriptions

Annual Subscriptions and Club Fees for the ensuing year shall be determined at the Annual General Meeting. All subscriptions of current members become due on January 1st and must be paid by the end of February. Any member in arrears at March 31st will be deemed to have resigned from the Club.

### 12. Bank Account

Cheques on the Club's Bank Account shall only be drawn over the signatures of any two of the three named Management Committee members so mandated at the Bank. The Hon. Treasurer shall not draw cheques on the Club Account for more than £100 for any one purpose without the prior agreement of the Management Committee.

### 13. Annual General Meeting

The Annual General Meeting shall be held in between 1st October and 30th November and the business thereof will comprise the Annual Report, presentation of the Club Accounts for the year, election of Management Committee members, determination of Annual Subscriptions and Event Fees, motions for Rule Changes properly notified in advance and any other business accepted as competent by the Chairman. Notice of the Meeting shall be given to every member at least three weeks before the date of the Meeting. Proposals for Rule Changes shall be received by the Hon. Secretary at least 10 days before the meeting. No motion for a Rule Change shall be deemed carried unless resolved by a two-thirds majority of those voting. Eligibility for voting shall be as in rule 6. The Annual Financial Statement can be made available for inspection on request within 10 days of the Annual General Meeting. An Agenda will be sent to all Club members 1 week before the Annual General Meeting. The Financial Year for accounting purposes shall end on 31st December.

### 14. Special General Meetings

A Special or Extraordinary General Meeting shall be called upon a requisition signed by a minimum of 25% of the voting membership or as deemed necessary by the Management Committee. Such a meeting shall be held not more than 14 days after the date of a valid requisition and members shall receive at least seven days' notice thereof. The business of such a Meeting shall consist only of the subject or subjects stated in advance as being the purpose of the Meeting. Eligibility for voting shall be as in Rule 6.

### 15. Club Competitions

Club Competitions, Awards and Prizes shall be decided annually for the following season by the new Management Committee in order that a balance can be achieved among the categories and disciplines. These should be published separately to all members by the end of February. Club awards and prizes are open to first claim members only.

### 16. Safety and Clothing (Club Rules)

(a) All members shall wear a protective helmet to a standard approved by British Cycling when competing in Club events or taking part in Club sanctioned training rides.

(b) Club registered design and colours is to be worn by all Club members when competing at open competition level and above in all disciplines and types of racing, except when representing Division, National or International Teams when alternative colours are provided, or when wearing the National Champions or World Champions colours at the relevant discipline.

### 17. Child Safety Policy

The Club is committed to implementing a Child Safety Policy and endorses the WCU scheme.

### 18. Dissolution

(a) The Club may be dissolved by a resolution carried by not fewer than three-quarters of the votes given at a Special General Meeting.

(b) Any assets remaining after the satisfaction of any debts and liabilities shall be given or transferred to such other cycling organisations, or to some other charitable purpose, as determined by members at the Special General Meeting.

25 Nov 2013