Run Free Fell Runners Club Constitution

1. Name of Club / Title

1.1. The Club will be called Run Free Fell Runners (hereinafter will be referred to as 'the Club') and may also be known as Run Free. The Club will be affiliated to Welsh Athletics.

2. Aims and Objectives

2.1. The aims and objectives of the Club will be:

- To encourage the practice, promotion, development and participation of athletics locally and in the wider community.
- To offer coaching, competition and recreational opportunities for members.
- To organise teams to represent the Club in championships and leagues and in such other competitions as the Committee shall decide.
- The Club shall cater for the following athletics disciplines: Track & Field, Road Running, Cross-Country Running, Fell/Mountain Running, and Trail Running.
  With specific preference towards Fell/Mountain Running and Trail Running.
- To ensure a duty of care to all members of the Club.
- To provide all services in a way that is fair to everyone.
- The Club is committed to communicating in a timely and effective manner to all its members.

3. Membership

3.1. Members will be able to join as either affiliated, or Non-affiliated members.

3.2. Membership of the Club shall be open to persons who are amateurs as defined by UK Athletics / Welsh Athletics at that time, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available resources and facilities is allowable on a non-discriminatory basis.

3.3. Individuals who wish to become members of the Club must apply using the online membership form, unless there are specific circumstances preventing this then with agreement with the Membership Secretary an alternative method may be used.

3.4. The committee have the right to refuse membership to individuals if the agree that their membership would be contrary to the best interests of the sport or against the interests of the club.

3.5. Membership shall run from 1st April to 31st March (inclusive)

3.6. Persons joining after 1st January shall be deemed to have paid their subscription for the following year.

3.7. The membership shall consist of the following categories:

- Senior Member – Affiliated
- Senior Member – Non-Affiliated?
- Junior Member – Affiliated
- Junior Member – Non-Affiliated
- Non-Runner, Social Member –
- Life Member – Non-Affiliated [2]

[2] Individuals to be appointed as a life member will be invited by the committee. A life member will be exempt from the club annual membership subscription but is still liable for any association subscriptions. The life member will have the same rights of any other member.

3.8. All members will be subject to the regulations of this constitution and by joining the Club will be deemed to accept these regulations and the Codes of Practice/Behaviour that the Club has adopted.

3.9. Members in each category will pay annual membership fees, as determined at the Annual General Meeting.

3.10. Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any club team unless the applicable subscription has been paid by the due date or membership has been agreed by the Club committee.

3.11. A member will be expected to wear the official club colours when representing the Club in competitions in most circumstances. The primary club colours are grey background with yellow text bearing the name "Run Free Fell Runners"
The Club Secondary colours are yellow background with grey writing

3.12. Any member wishing to resign from the Club must do so in writing or by email to the Club Secretary. No refunds of any outstanding membership fees will be given.

3.13. Resignation shall be considered by the Club Committee within one calendar month of receipt and will be held as effective from the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club, i.e. has not paid their subscription for the current year and acceptance of the resignation will be withheld until the debt has been discharged.

3.14. The Committee shall have the power to suspend or exclude any member for contravention of this Constitution, documented rules or published codes of conduct that may exist at that time. In exercising these powers, the Committee shall adhere to the Club's disciplinary procedures. Appeal against refusal or removal may be made to the members.

4. Sports Equity – Should be Equality

4.1. This club is committed to ensuring that equity should be equality is incorporated across all aspects of its development.

4.2. The club will follow the Equality, Diversity and Inclusion policy of Welsh Athletics.

4.3. 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.

4.4. The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

4.5. All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

4.6. The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

5. Management Committee

5.1. The affairs of the Club shall be conducted by a management committee which must consist of the following officers of the club:

Chairperson
Club Treasurer
Club Secretary
Club Membership Secretary

There will also be the following Management Committee named positions which will be Non Officers of the club:

Female Team Captain
Male Team Captain
Run Leaders Representative
Female Welfare Officer
Male Welfare Officer

The management committee shall also consist of up to 8 ordinary committee members.

The Officers, Non-Officers and Ordinary Committee members shall be elected at the Annual General Meeting.
If a candidate is not available at the time of the AGM for Non-Officer positions, then that position will be covered by the Management Committee until a suitable candidate is found. The exception to this is the Female and Male Welfare Officer where the positions must be filled, these positions can if necessary be outside of the Management Committee.

5.2. As well as ordinary committee members other such persons may be co-opted onto the management committee as required.

5.3. The Management Committee will elect a Vice Chairperson from the Committee.
The Vice Chairperson will stand in on behalf of the Chairperson where circumstances dictate.

5.4. All Management Committee members must be members of the Club.

5.5. Management Committee Members must attend a minimum of 50% of the scheduled meetings each year, unless they have a valid reason for absence, otherwise they will be removed from the Management Committee, and their position will be made available to any club member wishing to be considered for that position.

5.6. The Management Committee shall also have the power to establish any sub-Committee deemed appropriate to assist in meeting the objectives of the Club, and to delegate to these sub-Committees such duties as may be considered appropriate.

5.7. The Management Committee shall have the power to appoint individuals to perform specific duties on behalf of the Committee, and to delegate to those individuals such duties as they consider appropriate.

5.8. The term of office shall be for one membership year, and members shall be eligible for re-election.

5.9. If the post of any officer, named position or ordinary committee member should fall vacant after such an election, the management committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

5.10. The Management Committee will be responsible for adopting new policies, codes of conduct / practice / behaviour and rules that affect the organisation of the Club.

5.11. The Management Committee will have powers to co-opt and appoint any advisers to the committee as necessary to fulfil its duty and business effectively.

5.12. The Management Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution. The committee will be responsible for taking any action of suspension or discipline following such hearings.

5.13. The Management Committee meetings will be convened by the Club Secretary of the Club and be held no less than 6 times per year.

5.14. Only an elected post will have the right to vote at Management Committee meetings.

5.15. The quorum required for business to be agreed at Management Committee meetings will be Five elected Committee members providing the Chairperson or Club Secretary is present.

6. Finances

6.1. The Club Treasurer will be responsible for the finances of the Club.

6.2. The financial year of the Club will run from 1st January and end on 31st December.

6.3. All club monies will be banked in an account held in the name of the Club.

6.4. A statement of annual accounts for the previous financial year will be presented by the treasurer at the Annual General Meeting.

6.5. Any drawn against club funds should hold the signatures and or the authorisations of the treasurer plus up to two other officers.

6.6. No action involving expenditure in the name of, or on behalf of, the Club shall be taken and no undertakings which would commit the Club to expenditure or other liability shall be made without the prior authority of a resolution committee.

6.7. The Club operates as a not-for-profit organisation. A contingency amount (the sum of which to be agreed by the Committee) will be retained in the nominated Club account in case of unexpected expenses; above this and all surplus income or profits are to be reinvested in the club and or selected charities. No surpluses or assets will be distributed to members or third parties.

7. Annual General Meetings and Extraordinary General Meetings

7.1. General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.

7.2. The Club shall hold the Annual General Meeting (AGM) in the month of either January or February to:

- Approve the minutes of the previous year's AGM.

- Receive reports from the Chairperson.
- Receive a report from the Treasurer and approve the Annual Accounts.
- Consider any proposed changes to the Constitution.
- Elect the officers on the committee.
- Agree the membership fees for the following year.
- Deal with other relevant business.

7.3. Notice of the AGM will be given by the Club Secretary with at least 21 days' notice to be given to all members.

7.4. A candidate for any of the positions in 5.1 must provide in writing their intension to stand to the Club Secretary within 14 days of the Annual General Meeting. If more than one candidate is nominated for the same position a vote will take place at the AGM.

7.5. Proposed changes to the constitution, proposals of an AGM agenda item shall be sent to the Club Secretary at least 14 days prior to the AGM, who shall circulate them at least 7 days before an AGM.

7.6. All members have the right to vote at the AGM.

7.7. The Chair of the meeting shall hold a deliberative as well as a casting vote at general and committee meetings.

7.8. For the AGM and any EGM, a quorum comprises of at least 50% of the committee officers along with five other voting club members.

7.9. An Extraordinary General Meeting (EGM) can be called by an application in writing to the Club Secretary supported by at least 10% of the members of the Club. The committee shall also have the power to call an EGM by decision of a simple majority of the committee members.

7.10. The business which may be conducted at an EGM may be one or more of:
- Removing all of, or any of the officers or committee members of the Club and filling vacancies thereby caused
- Changes to or altering the rules outlined in this constitution.
- Dissolving the Club

7.11. All procedures at EGMs shall follow those outlined above for AGMs.
Only items on the EGM agenda shall be discussed.

8. Amendments to the Constitution

8.1. The constitution will only be changed through agreement by majority vote at an AGM or EGM.

9. Discipline and Appeals

9.1. All concerns, allegations or reports of poor practice/abuse relating to the welfare of members (including but not restricted to children, young people and vulnerable adults) will be recorded and responded to swiftly and appropriately in accordance with the Club's Welfare and/or Child Protection Policy and Procedures. The Club Welfare Officer is the lead contact for all members in the event of any welfare and child protection concerns.

9.2. Where not noted below reference should be made to the Welsh Athletics Grievance and or Disciplinary Procedures.

9.3. All complaints regarding the behaviour of members should be presented and submitted in writing to the Club Welfare Officer, Club Secretary or Chairperson.

9.4. 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.

9.5. 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.

9.6. 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 Club Secretary receiving the appeal.

10. Indemnity

10.1. The members of the Management Committee shall not be liable (otherwise than the members) for any loss suffered by the Club as a result of the discharge of their respective duties.

10.2. The members of the Management Committee shall be entitled to an indemnity out of the property of the Club for all expenses and other liabilities properly incurred by them in the discharge of their duties.

11. Dissolution

11.1. A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the membership.

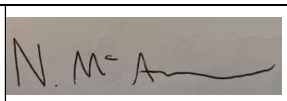
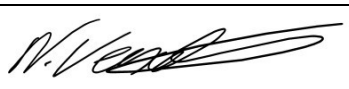
11.2. The dissolution shall take effect from the day when the resolution is passed, and the committee shall be responsible for the winding up of the assets and liabilities of the Club.

11.3. In the event of dissolution, all debts should be cleared with any remaining club funds. Any assets of the Club that remain following this will become the property of

i. Another Club with similar sports purposes which is registered with English or Welsh Athletics and/or
ii. To Welsh Athletics for use by them for related community sports.

12. Declaration

12.1. Run-Free Fell Runners hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name	Neil McAndrew	**Signature**		**Position**	Chair of Committee
Name	Nick Venables	**Signature**		**Position**	Acting Secretary