

Bicester Triathlon Club Constitution

Name

The Club shall be known as the 'Bicester Triathlon Club'.
The Club will be affiliated to 'The British Triathlon Federation'.

Aims and Objectives

The aims and objectives of The Club will be;

- To positively promote the sport of triathlon and Bicester Triathlon Club (BTC)
- The Club shall promote and encourage Members in enjoying and being involved in and participating in the sport of triathlon.
- To ensure a duty of care to all Members of The Club.
- To provide all of The Club's services in a way that is fair and equitable to all Members.

Membership

The Club shall ensure all present and future Members receive fair and equal treatment.
Membership will consist of Officers and Members of the club.

All Members will be subject to the rules and regulations of the constitution and by joining The Club will be deemed to accept these rules and regulations and codes of practice adopted by The Club.

All Members will abide by the rules of The British Triathlon Federation to which The Club is affiliated number

Members will be enrolled as full Members.

- A person shall become a Member and be entitled to the benefits of that membership upon receipt of an application to The Club in writing.
- All applicants will be over sixteen years old unless application is for junior section
- The applicant shall be notified of the success of their application within seven days by the Secretary and will be provided with a membership card (Member is to provide 2 passport sized photos on application)
- All Members shall accept the rules and regulations of The Club.
- A Member shall pay the membership fees appropriate at that time.
- A Member shall not bring the name and reputation of The Club into disrepute and any Member reported as having done so will be subject to the disciplinary rules of this constitution.
- All Members will treat fellow Members with dignity and respect and be polite and courteous to members of the public and employees of the facilities used by The Club.
- Before joining any cycle ride organised by The Club or any of it's Members, all Members are required to have attained a level of competence on the bicycle equal to that expected of a cyclist who would not cause risk or danger to themselves or any other road user.
- All Members shall act courteously to fellow riders and other road users, understand the highway code and behave in accordance with the High way Code
The club will not accept any liability for any accidents caused by inappropriate or dangerous behaviour.
- The Club and any of it's Members organising a cycle ride reserves the right to refuse a Member to join a cycle ride if it is deemed by the group that this Member

could or may prejudice the safety of themselves, other Members or other road users.

- The wearing of an approved cycle helmet during any cycle riding sessions is compulsory.
(ANSI Z90.4, SNELL B90, EN1079 or equivalent national standard)
- All cycles used by Members when taking part in cycle riding sessions are to be safe and fit for purpose.
- All Members agree to pay for swimming sessions including open water and transition sessions when the cost of the facility is not covered by the annual membership fee.
- All members who partake in the Open Water (OW) sessions will have read and accepted the club terms. No member will be granted access to the OW without a valid membership card and having signed the OW declaration.

Membership Fees

The Club subscriptions costs shall be determined by the committee and presented at the AGM each year.

The Committee has the power to amend the subscription costs if deemed necessary and a situation arises which requires it.

Fees will be paid annually.

Officers of the Club

The Officers of The Club shall be;

- Chair
- Member ship Secretary / Vice Chair
- Treasurer
- Head of Coaching
- Members Representative
- General Secretary

There will be invited members to the committee meetings who will be

Facebook / Webpage / Klt
Junior Section Representative
Social Secretary

Together these officers and invitees will be known as the MANAGEMENT COMMITTEE.

If deemed necessary and the situation arises which requires additional Officers, then these positions will be appointed by the committee

Management Committee

The club will be managed by the Management Committee consisting of;

- Officers of The Club and the invited members.
- The Management Committee will be convened by the Secretary of The Club and be held monthly
- The Management Committee shall meet as and when called to do so when proposed by one Management Committee Member and supported by at least two other Members.

- The quorum required for business to be agreed at Management Committee meetings will be by means of majority vote.
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that will 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 rules and regulations of the constitution and take any action of suspension or discipline following such hearings.

The Management Committee shall have the power to discipline Members and withdraw their membership. This shall be determined by the Management Committee upon receipt of a complaint. The Management Committee decision must be a majority of all committee members whether present at meeting or not (if unable to attend a proxy vote or email vote will be accepted).

Finance

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

The financial year shall end March 31st.

An unaudited statement of annual accounts will be presented by the Treasurer at the AGM. Any cheques drawn against club funds must hold the signatures of a minimum of 2 of the committee officers

Annual General Meetings (AGM)

The Club will hold an AGM each year in the month of March.

Notice of the AGM will be given by The Club Secretary with no less than twenty one clear days notice to be given to all Members.

Nominations for Officers of the Management Committee will be sent to the Secretary no later than seven days prior to the AGM.

Election of Officers will take place at the AGM.

If more than one person is standing for election than those present at the meeting shall vote.

All Members have the right to vote at the AGM.

The Management Committee have the right to call Extraordinary General Meetings (EGM) outside the AGM for which the procedure will be the same as for the AGM.

Decisions taken at any such meeting shall be notified to all members within fourteen days.

Discipline and Appeals

All concerns and allegations or reports of poor practice and complaints regarding the behaviour of Members of The Club will be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear the complaint within seven days of the complaint being lodged and to investigate the circumstances of the complaint further if deemed necessary.

Acknowledgement of a complaint being lodged will be notified in writing to the person who lodged the complaint and to the Member against whom the complaint was made informing of the sufficient time deemed necessary to investigate the complaint fully.

The outcome of a disciplinary hearing will be notified in writing to the person who lodged the complaint and to the Member against whom the complaint was made within seven days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced and the Management Committee will consider the appeal within seven days of the Secretary receiving the appeal in writing.

Dissolution

A resolution to dissolve The Club and it cease to exist can only be passed at an AGM or EGM as follows;

- Through a 75% or above vote of the total membership.
- By agreement if membership numbers or membership fees and financial resource is inadequate to meet the needs to pay 'The British Triathlon Federation' for The Club's annual subscription and insurance.
- The Club fails to be affiliated to 'The British Triathlon Federation'.

The distribution of The Club's financial assets in the event of The Club's demise shall be determined by the Management Committee.

Amendments to the Constitution

The rules and regulations of the constitution will only be changed through agreement by majority vote at an AGM or EGM.

Declaration

Bicester Triathlon Club hereby accepts and adopts this constitution as a current operating guide regulating the actions of its Members.

Signed: Club Officers

Chair:.....

Membership Secretary:.....

Treasurer:.....

Head of Coaching:.....

Membership Representative:.....

General Secretary:.....