

1. The title of the Club shall be “LANCASTER AND MORECAMBE ATHLETIC CLUB”. *It shall hereafter be referred to as “the Club”.*
2. *The administration of the Club shall be governed by the laws of England and Wales.*
3. *Any reference in this constitution to any specific gender shall encompass all genders,*
4. The objects of the Club will be:
  - (a) To encourage the practice and development of athletics for all age groups and by forging partnerships with local schools and other educational establishments, to provide coaching for the members and to organise competitions;
  - (b) To organise teams to represent the Club in competitions and leagues, and in such competitions as the appropriate Committee shall decide;
  - (c) In return, the Club would expect active members to compete in such competitions; and
  - (d) The Club shall cater for Track and Field Athletics, Cross Country Running, Road Running, Fell and Hill Running.
5.
  - (a) *The minimum age of entry for junior members is school year three.*
  - (b) *Members over the age of twenty years on the 31<sup>st</sup> December of the membership year shall be classified as “senior”.*
  - (c) *Senior members and junior members who have attained the age of eighteen years are eligible to vote at the Annual General Meeting (AGM) and any Extra-ordinary General Meeting (EGM).*
  - (d) *A parent (or guardian) of a junior member, who is aged under 18 years, is eligible to vote at the Annual General Meeting (AGM) and any Extra-ordinary General Meeting (EGM).*
  - (e) *Each applicant for membership must complete the application form and apply via the Club website.*

*(f) 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.*

6.

(a) The Management of the Club shall be vested in a Management Committee which shall consist of:-

President

Chairman

Vice-Chairman

Honorary Secretary

Honorary Treasurer

Assistant Treasurer

Social Media/Web site administrator

Commercial Officer

Honorary *Membership* Secretary Welfare Officer

Junior Development Officer

Coaching Co-ordinator and,

*Up to four elected committee members without specific portfolio.*

*The above shall all be the officers of the Club, together with a representative from each of the following disciplines/interests:*

*Track and Field,*

*Cross Country, Road*

*Running,*

*Fell and Hill Running.*

*Each of these representatives shall have the authority to form sub-committees within their individual disciplines/interests as required.*

- (b) *A fully paid up senior member is eligible to be a committee member of the club. One parent of a fully paid up junior member is eligible to be a committee member of the club. A 2<sup>nd</sup> claim member is eligible to be a committee member of the club provided that they are not a committee member of their first claim club.*
- (c) *A co-opted committee member shall only have a vote if they are a fully paid up senior member or a volunteer.*
- (d) *Any potential member of the management committee must declare any outside commercial interests that may cause potential conflicts of interests at the AGM to members when standing for election.*
- (e) The Club Officers and Club Representatives shall *normally* be elected at the Annual General Meeting. The Committee shall have the power to fill vacancies if and when they occur. In addition, the Committee shall have the power to co-opt up to eight additional members to perform particular duties, depending on the changing needs of the Club. All persons elected to the Committee or co-opted to the Committee shall, subject to paragraph (c) above, be entitled to one vote each at Management Committee meetings.
- (f) At Management Committee meetings a quorum of five Committee members will be required to allow decisions to be taken, including at least two officers.
- (g) At Management Committee meetings the *Chairman* shall have a casting vote in the event of a tied vote (or the *Vice Chairman* in his/her absence).

7.

The Annual General Meeting shall be held in the month of March

for the purpose of:

- (a) Receiving the Annual Report of the Committee; (b) Receiving up to date report of the club finances:
- (c) Electing the Officers and Committee for the ensuing year
- (d) Electing, *if required*, the Honorary Auditor(s);
- (e) Considering any amendments to the Constitutional Rules of which due notice has been given to all members. Any proposed change to a Constitutional Rule by a member must be received by the Chairman or Honorary Secretary at least 14 days prior to the date of the Annual General Meeting: and
- (f) Voting on any motions as put forward by club members

8.

- (a) At least 21 days' notice shall be given to members of the date, venue, and agenda items for the Annual General Meeting.
- (b) *Each person as defined in paragraphs 5(c) and 5(d) above, provided that the member is a fully paid up member at the 1<sup>st</sup> March each year, and present at the Annual General Meeting shall have one vote. In the event of any dispute as to the status of an individual the Chairman may refer to the club membership record. These records shall be binding.*
- (c) *Any member who is unable to attend the Annual General Meeting may vote by proxy. The details and terms of such proxy shall be provided by means of a signed, written communication to the Chairman no less than 48 hours prior to the Annual General Meeting.*
- (d) *Any member who is unable to attend the Annual General Meeting may cast their vote in writing. The details and terms of such vote shall be provided by means of a signed, written communication to the Chairman no less than 48 hours prior to the Annual General Meeting.*

9. The AGM shall be chaired by the *Chairman/Vice Chairman/* of the Club, apart from any item of business which refers to the position of *Chairman*. In such circumstances the meeting to be chaired by the Club President for that item of business only. The Club

*Chairman* to have the casting vote in the event of a tied vote at an AGM.

10. The Membership Secretary will be responsible for publishing a list of those members eligible to vote at the Annual General Meeting or an Extraordinary General Meeting. (*See paragraph 6 (b) above*).

11. Nominations for the positions of Officers and representatives plus any motions for discussion must be given to the Secretary in writing listing a proposer and seconder 14 days prior to the Annual General Meeting – the Secretary will then publish details on the Noticeboard of all nominations received. No nominations may be made at the Annual General Meeting.

12.

(a) An Extraordinary General Meeting shall be called by the Honorary Secretary or *Chairman* within one month of receipt of a request signed by at least 12 members stating the purpose of the meeting. In circumstances where there is no elected Honorary Secretary or *Chairman* notice to be given to the Club President.

(b) *Each person as defined in paragraphs 5(c) and 5(d) above, provided that the person is a fully paid up member at 21 days prior to the date of the Extra Ordinary General Meeting, and is present at the Extraordinary General Meeting shall have one vote. In the event of any dispute as to the status of an individual the Chairman may refer to the club membership records. These records shall be binding.*

(c) *Any member who is unable to attend the Extraordinary General Meeting may vote by proxy. The details and terms of such proxy*

*shall be provided by means of a signed, written communication to the Chairman no less than 48 hours prior to the Annual General Meeting.*

(d) *Any member who is unable to attend the Extraordinary General Meeting may cast their vote in writing. The details and terms of such vote shall be provided by means of a signed, written communication to the Chairman no less than 48 hours prior to the Annual General Meeting.*

(e) At least 14 days' notice shall be given to all fully paid up members of the date, venue, time and purpose of an Extraordinary General Meeting. No other business shall be conducted at such a meeting. Only paid up members seven days prior to the Extraordinary General Meeting shall be entitled to vote.

(f) The meeting shall be presided over by the Club *Chairman* or Vice *Chairman*, unless there is an item of business to discuss either of these two positions. In which case the meeting to be chaired by the Club President who would have the casting vote for that item in the event of a tied vote. In the event of a tied vote for all other items of business the *Chairman* shall have the casting vote.

13. The Club shall be affiliated to English Athletics and any other athletic organisations that the Management Committee shall consider appropriate to carry out the objects of the Club.
14. The amount of the Annual Subscription and/or weekly subs shall be decided at an Annual General Meeting or Extraordinary General Meeting of the Club.
15. Any profits of the Club must be used for the furtherance of the Club's activities and must not be distributed amongst its members.
16. In the event of dissolution of the Club any assets are to be applied for approved sporting or charitable purposes.

17. (a) Free membership of the Club with full voting rights at the AGM or EGM is given by the Committee to the following classes of members: Life and Honorary members. *England Athletics Fees for these members who are competing shall be paid by the club.*
- (b) Free membership of the Club with full voting rights at the AGM or EGM may be given on a number of provisos to the following classes of member:
- (i) UK Athletics accredited coaches who actively coach within the Club and run leaders. (The definition of active is defined as giving 40 sessions a year.)
- (ii) Volunteers. The provisos for this membership are:
- A member fulfilling one of these categories is a noncompeting athlete at any level or age group.
  - Proposals for this class of membership must be put to the Management Committee and agreed by the Committee on an annual basis and will only be valid for that year.
  - A list of this class of member shall be kept by the Membership Secretary.
18. The Committee shall have the power to expel any member whose subscription is *three* months in arrears or, *is otherwise in breach of the “pay monthly” agreement. One month’s notice in writing shall be sent to such member by letter addressed to the member’s last known address, informing of the proposed action of the Committee. Such member shall remain liable in respect of any unpaid subscription.*
19. No member shall be awarded a Club prize or be allowed at a Club meeting unless he/she is a fully paid-up member of the Club.

20. Any member wishing to resign must do so in writing, addressed to the Chairman or Honorary *Membership* Secretary. The resignation will be considered by the Committee at its next meeting and will be effective on the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club, i.e. has not paid the subscription for the current year, and acceptance will be withheld until the debt has been discharged.
  
21. No constitutional rule may be altered, added to, or deleted except at an Annual General Meeting or at an Extraordinary General Meeting called for that purpose, and then only by a two-thirds majority of those present and voting.
  
22. The Club colours shall be a white vest with amber and maroon bands. Members shall be expected to wear these in Club events and when representing the Club.
  
23. All fixtures of the Club will be held wet or fine.
  
24. Any member found guilty of conduct which brings the Club into disrepute will be liable to expulsion from the Club.
  
25. Any matter not dealt with in this Constitution shall be dealt with at the discretion of the Management Committee.

Signature ..... Date

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Club Chairman.