

**This is the final Draft Constitution and Proposal to establish one Athletic club to represent Chorley and is for the members of both Chorley Athletic Club and Chorley Harriers and Tri.**

**DRAFT CONSTITUTION**

**CHORLEY ATHLETIC AND TRIATHLON CLUB**

**ESTABLISHED 2011/2012**

**CONSTITUTION**

## 1 TITLE

The group shall be called Chorley Athletic and Triathlon Club, hereafter referred to as 'Chorley' and shall be affiliated to UK Athletics, Northern Athletic Association, Lancashire Athletic Association and to such other Athletic / Sporting Bodies as the Management Committee consider appropriate in order to carry out the objects of the club.

## 2 CLUB COLOURS

Chorley colours will be Black, White and Red stripes with the Chorley Borough emblem on the front of the vest with the single word Chorley.

## 3 OBJECTIVES

The objectives of Chorley shall be:-

(a) To foster and promote the sport of Athletics to athletes within the club and its community, recognising inequalities and taking steps to address them.

(b) To provide coaching in all aspects of athletics to club members and also members of the community including schools and groups where agreed.

(c) To provide opportunities for athletic/sport recreation and competition.

(d) To organise teams to represent Chorley in championships leagues and in such competitions as the management committee shall decide.

(e) To provide opportunities for like minded people to have opportunities to socialise, and share common activities that improve fitness and support them to progress to find a level of involvement that meets their individual need.

(f) Chorley shall cater for:-

Track and Field Athletics  
Cross Country Running  
Road and Trail Running  
Walking  
Fell and Hill Running  
Triathlon  
Other athletic/sport multi event races

#### 4 MEMBERSHIP

(a) Membership shall be open to all persons.

(b) The minimum entry age will be 5 years of age and will be dependent upon the individual coach having the experience of coaching younger athletes and accepting responsibility for each individual child.

(c) Only fully paid up members will be eligible to vote.

(d) Members will be eligible for Senior status from the age of twenty years.

(e) All members will be able to compete in all age related events as decided by the governing body for those events.

(f) Each applicant for membership must complete an official membership application form and pay the relevant subscription as determined by the Annual General Meeting of the club members.

(g) Any member in breach of the club constitution may be called before the Committee and disciplined. The Committee decision in such matters is final. The Committee shall use the disciplinary procedure adopted by the UK Athletics, or any other governing body such as the British Triathlon Federation (BTF).

## 5 MANAGEMENT

The position of President of Chorley will be offered to the Mayor of Chorley to ensure a firm foundation for the establishment and continuation of links between Chorley and the local community. The role of the President will be to demonstrate the support for the club by Chorley Borough and to agree with the Mayor how that support will be demonstrated at/or via attendance at the AGM.

The management of Chorley shall be vested in a Management Committee which will include:- Chairman, Treasurer, Secretary, Membership Secretary, Promotions and Press Officer, Child Protection, Ladies Captain, Men's Captain and Junior representative. All Committee posts shall be elected from and by the members of Chorley on a democratic basis for a period of one year, but may be re-elected to the same office or another office the following year. The Committee shall also have the power to Co-opt members for particular projects but co-opted members shall not have a Committee vote. The Committee shall meet at agreed intervals and not less than 4 times a year.

The Committee shall be quorate when at least fifty per cent of the elected members are present.

### 5.1 Duties of the Management Committee

- (a) To control the affairs of Chorley
- (b) To keep accurate accounts of Chorley finances through the Treasurer.
- (c) To establish a Finance Sub Committee of at least three people, none of whom must be Committee members, whose role will be to overview the financial activities of Chorley and report to the full Committee at its regular meetings. The Treasurer will attend the Finance Sub Committee to provide relevant information to them.

(d) To ensure there is an external annual audit by a suitably qualified person. To maintain a bank account in Chorley's name requiring at least two named and unrelated senior officers to sign each cheque.

(f) To make decisions on the basis of a seventy five percent majority vote of the Committee members present at the meeting.

## 6 ANNUAL GENERAL MEETING

The Annual General Meeting shall be held each year for the purpose of:-

(a) Receiving the Annual Report of the Committee.

(b) Receiving the Statement of Accounts and Balance Sheet.

(c) Electing the Officers and Committee for the ensuing year.

(d) Electing a person to examine the annual accounts for the following year.

(e) Considering any amendments to the Constitution rules which require 14 days notice to the members before the AGM.

(f) To set subscriptions for the following financial year.

(g) To elect a Finance Sub Committee of three members to overview the finances of the club.

## 7 DISSOLUTION OF CHORLEY

Should an AGM or EGM ever pass a resolution to wind up CHORLEY then the final assets (value remaining on the Balance Sheet) must be donated to another non profit making athletic organisation or club chosen by the remaining paid up members at that meeting. Chorley

Athletic and Triathlon Club is a charitable organisation formed to pursue the objectives stated above with no members being entitled to any private gain or profit.

## 8 NON PAYMENT OF SUBSCRIPTIONS AND OTHER DUES

In accordance with UK Athletics rules, the Committee shall have the power to expel any member whose subscription and other dues are six months in arrears, providing that one month's notice in writing shall have been sent to such member.

## 9 RESIGNATIONS

Any Non Primary member wishing to resign must do so in writing addressed to the Secretary. The resignation shall be considered by the Committee within one calendar month of receipt and will be held as effective on the date of tendering. If a resigning member has not paid his or her subscription and other dues acceptance will be withheld until the debt has been discharged, and the member will not therefore be able to register membership with another athletic club. The appropriate authority (UKA) will be informed of any such changes to the membership of Chorley in accordance with the rules by completion of the required paperwork.

## 10 EXTRAORDINARY GENERAL MEETING

An EGM shall be called by the Honorary Secretary within one month of the receipt of a requisition signed by at least 4 members stating the purpose of the meeting. At least 14 days notice shall be given to all members of the date, venue and purpose of an EGM. No other business shall be conducted at such a meeting.

## 11 CONSTITUTION AMENDMENTS

No Constitution Rule may be altered, added to, or deleted except at an Annual General Meeting or EGM and then only by a seventy five per cent majority of those present and voting. Any proposed change to a Constitution Rule by a member must be received at least 14 days prior to the date of the Annual General Meeting. Delete

Appendix 1

## EQUAL OPPORTUNITIES POLICY

Chorley Athletic and Triathlon Club recognise that discrimination may occur in organisations at all levels. We will work to ensure that no discrimination will take place against any individual or group on any grounds.

Chorley is aware that we rely on participants and volunteers to offer an enjoyable and successful activity. We will do everything in our power to recruit participants and volunteers from all sections of the community and encourage them to achieve a status equivalent to their abilities and ambitions.

## ACTION STATEMENT - CHORLEY ATHLETIC AND TRIATHLON CLUB

(a) Is opposed to all forms of discrimination, whether on the grounds of race, gender, sexuality or disability and is committed to ensure that athletics is equally available to all forms of activity and at all levels.

(b) Will attempt to ensure that individuals do not suffer through ignorance of their rights and responsibilities or of the services and opportunities available: or through an inability to express their needs effectively.

(c) Will resist and challenge acts of discrimination identified within Chorley.

(d) Will work to increase the number of members from minority groups.

Athletics should be an enjoyable experience for all regardless of age, race or gender and we should all work to achieve a situation where individuals are able to enter the sport in a welcoming atmosphere.

## **Proposal to Form a New Club to be known as Chorley Athletic and Triathlon Club, to be known as 'Chorley'**

**It is proposed that if the establishment of Chorley Athletic and Triathlon Club is approved separately by 75% or more of the membership of both Chorley Athletic Club and Chorley Harriers and Triathlon Club then the impact of that approval will be:**

**1 Both Chorley Athletic Club and Chorley Harriers and Triathlon Club will cease to exist. A new club will be established to be known as Chorley Athletic and Triathlon Club.**

**2 The attached draft Constitution details the way in which Chorley will be managed to the benefit of its members.**

**3 A new Management Committee will be elected at an Annual General Meeting of the new club. It is proposed that all voting will require a seventy five percent majority vote for the election of officers and the approval of proposals put before the membership. For the first year only, if at least two members of the previous Committees of both clubs are not elected to the new Committee then two members of the previous committees will be co-opted onto the new Committee with full voting and participatory rights. This will be done to ensure that there is continuity of knowledge, history of activity, and knowledge of planned fixtures to guide the new Committee of Chorley. In the transition period between the achievement of a 'Yes' vote and the establishment of the new club in April 2012, a shadow committee will be established comprising four members of each of the existing committee members of both clubs. The purpose of the shadow committee is to overview the necessary work required by the members vote to establish one new club to represent Chorley.**

**4 It will not be possible to reverse the decision. It is not a trial, once the members of both clubs have approved the dissolution of their club the new club will be established and will be governed by the approved constitution of Chorley Athletic and Triathlon Club.**

**5 The name is proposed from the title that best describes what the club does.**

**6 The colours are proposed as an amalgamation of the colours of all the involved clubs, and will consist of a central broad white stripe with a broad black stripe on either side, and a broad red stripe forming the side panels, joining a repeat broad black stripe on either side of a broad central white stripe on the rear of the vest. The Chorley Borough motif with the coat of arms and the single word 'CHORLEY' within the circle of the motif will be placed within the central white stripe on the front of the vest.**

**7 The seventy five percent or more majority voting is proposed to reassure the members of both clubs that the intention is to genuinely unite the new membership into a new club that carries the confidence of the majority of members.**

**8 The membership of both existing clubs would seem to be broadly comparable at ninety members plus.**

**9 There will be an exchange of Balance Sheets between the clubs prior to the vote but the funds of both clubs would seem again to be comparable at approx £7K to £9K. It would be proposed that any grants or funds identified by both clubs are honoured by the newly established club.**

**10 Chorley Cricket Club (CCC) is at present the long term home of Chorley Harriers who pay a per capita payment of £10 to the Cricket Club for the use of the facilities. This per capita payment is paid on all Senior members. It is proposed that CCC becomes the base for Chorley and this per capita payment will apply to all Senior members.**

**11 It is proposed that the existing fixture list of both clubs is maintained and that change evolves through the development work of the Operational Heads identified by the Committee and elected by the members.**

**12 The existing coaches of both clubs will need to meet and agree the way in which they resources can be used to best effect in encouraging, particularly young athletes, but all the athletes in the club. The present coaches can be charged with developing a coaching structure that best achieves this objective and advising the Committee accordingly.**

**12 That Life Membership of 'Chorley' will be offered to Life Members of CAC and CHAT as approved by their respective**

**Committees. Future Life membership will be at the discretion of Chorley Management Committee.**

**13 It is proposed therefore that the fee structure for Chorley is set by the elected Committee based on the core payment of £25 per year for all Senior members, including the per capita payment to Chorley Cricket Club. For family members it will be £30 per year. Allowances for other categories of members shall be set by the Committee with a requirement for them to consider and decide the level of payment for Members over 60, Unwaged members, Social members, Active Contributing Coaches and Junior members.**

**14 That a contribution to provide a new club vest, amounting to at least 50% of the cost, depending upon the finances of the new club, is provided by Chorley for each transferring member of both clubs. The final contribution will be decided by the new Committee. Additionally, a small pool of club vests will be made available for the use of the club at the discretion of its coaches and elected officers.**

**15 That a postal vote is separately arranged for CAC and CHAT members that ensures that all fully paid up members of each club, at the time of the ballot, have the opportunity to vote, consistent with the Constitution of each club.**