



Harrogate Harriers and A.C.

CONSTITUTION OF HARROGATE HARRIERS & A.C..

1. NAME

The name of the club is **HARROGATE HARRIERS & A.C.** (hereafter referred to as "the club").

2. OBJECTIVES

The objectives of the club are:

- a) To organise and provide opportunities to participate in appropriate athletic competitions
- b) To provide opportunities for appropriate supervised training.
- c) To increase the opportunities of all people, regardless of their background in organised athletics activities.
- d) To organise appropriate social events.

3. MEMBERSHIP OF THE CLUB

- a) Membership of the club shall be open to any individual interested in furthering the objectives of the Club and who has paid any annual subscription as may be laid down by the Committee.
- b) Every individual member shall have one vote in any General Meeting.
- c) Any member wishing to resign must do so in writing addressed to the Chairman or Secretary. The resignation shall be considered by the Committee within one month of receipt and will be held as effective on the date of posting. Resignations will not be accepted if the member is financially indebted to the Club (i.e. has not paid the current year's membership) and acceptance will be withheld until the debt has been discharged.
- d) The Committee may unanimously and for good reason terminate the membership of any individual. The individual shall have the right to be heard by the Committee.
- e) Each member shall accept that the Club shall not be liable for injury or damage sustained by any member taking part in Club activities.
- f) Each member shall agree to abide by the decisions of the Committee.

4. OFFICERS AND COMMITTEE

- a) The Committee shall comprise of three honorary posts – Chairperson, Secretary and Treasurer. In addition a minimum of four additional people should be elected onto the Committee to fill any positions deemed necessary by the Club.
- b) The Committee members shall retire from their posts at the end of their term in office but may be re-elected or re-appointed.
- c) The Committee may fill any vacancies that occur during the year.
- d) A member of the Committee shall cease to hold office if they:
 - ? Become incapable of managing and administrating their own affairs
 - ? Is absent without permission of the Committee from all meetings held within a period of 6 months and the Committee resolve that their office be vacated
 - ? Notifies the Committee that they wish to resign

5. POWERS OF THE COMMITTEE

In furtherance of the objectives, but not otherwise, the Committee may exercise the following powers:

- a) To raise funds and to invite and receive contributions.
- b) To co-operate with other organisations operating in furtherance of the objectives or similar purposes and to exchange information and advice with them.
- c) To appoint and constitute such advisory committees or sub-committees as the Committee may think fit.

- d) To do all lawful things that are necessary to achieve the objectives.

6. MEETINGS OF THE COMMITTEE

- a) The Committee shall hold at least two meetings per year.
- b) All meetings of the Committee shall be chaired by the Chairperson or appointed Vice Chairperson. If both are absent then the remaining members of the Committee shall appoint a Chairperson for that meeting from those present.
- c) There shall be a quorum when at least 2 members of the Committee are present.
- d) Every matter requiring a decision shall be decided upon by a simple majority of the votes of the members of the Committee present and voting on the question. In the case of a tie, the Chairperson will have a second, or casting, vote.
- e) The Committee shall keep minutes of the proceedings at meetings of the Committee.
- f) The Committee shall from time to time make rules and alter rules for the conduct of their business, the summoning and conduct of their meetings, and custody of documents. No rule is to be made which is inconsistent with the constitution.
- g) The Committee may appoint one or more sub-committees, for the purpose of making an enquiry or supervising/performing a function, which in the opinion of the Committee would be more suitably carried out by a Sub-Committee. All acts and proceedings of the Sub-Committee must be reported promptly to the Committee and shall be subject to its approval.

7. REVENUE

- a) The funds of the Club, including all subscriptions, donations, grants, race entry fees and any other income, shall be paid into an account operated by the Committee in the name of the Club. The account may be held at any such financial institution as the Committee may decide. All cheques must be signed by at least two members of the Committee (out of a total of four names notified to the bank).
- b) The funds belonging to the Club shall be applied only to furthering the objectives of the Club.
- c) The Committee shall be responsible for ensuring that:
 - ? Adequate accounting records are kept
 - ? Annual Statements of Account are prepared for the year ended December 31st
 - ? The Statements of the Account are subjected to an audit and independent examination

9. ANNUAL GENERAL MEETING

- a) There shall be an Annual General Meeting (AGM) of the Club, which shall be held as soon as is practicably possible after the end of the calendar year.
- b) The Committee shall call every AGM. The Secretary shall give at least 14 days notice of the AGM to all members of the Club. All members of the Club shall be entitled to attend and vote at the meeting, but no individual shall be entitled to vote in more than one capacity.
- c) 15 members of the Club shall constitute a quorum for an AGM.
- d) The Committee shall present to each AGM the Report and Statement of Accounts for the preceding year. In addition the Annual Subscription Fee must be discussed.
- e) Before any other business is transacted at the AGM the members present shall appoint a Chairperson and the other Honorary Officers of the Committee for the ensuing year.
- f) Any nominations for election and any other resolutions or changes to the Constitution must be made by the members in writing and must be in the hands of the Secretary at least seven days before the AGM. Should nominations exceed vacancies for any position, an election shall be held by secret ballot of the members present. If there are no or insufficient nominations then the newly elected Committee shall be responsible for filling the vacancies over the ensuing year.

5. SPECIAL GENERAL MEETINGS

The Committee may call a Special General Meeting (SGM) of the Club at any time. In addition, if at least 1/3 of the members request such a meeting in writing stating the business to be considered, the Secretary shall call such a meeting. At least 14 days notice must be given. The notice must state the business to be discussed. 15 members of the Club shall constitute a quorum for a Special General Meeting.

6. DISSOLUTION

If the Committee decided that it is necessary to dissolve the Club, it shall call a meeting of all members of the Club as per the conditions of the SGM. If the proposal is confirmed by a 3/4 majority of those present and voting, the Committee shall have the power to realise any assets held on behalf of the Club. Any assets remaining after the satisfactory settlement of any proper debts and liabilities shall be given or transferred to any organisation or institution having objects similar to those of the Club, as members of the Club may determine, or failing that, shall be applied for some other suitable sporting purpose.