



BURNHAM-ON-SEA HARRIERS RUNNING CLUB

Affiliated to UKA, **England** Athletics and Somerset County Athletic Association

Formed 1981

CONSTITUTION

Introduction

Burnham-on-Sea Harriers Running Club serves the wider Burnham-on-Sea area, with membership drawn from across this part of the region. Established in 1981 the club strives to promote running in general, with an origination ethos of road running. However, as competition and popularity has grown in the sport Harriers have graduated into Fell and Cross-Country Racing. BOS Harriers Running Club, therefore, is a club for people who enjoy multi event running, and provides a platform for every ability, experienced to those just starting out.

In the almost forty years since inauguration the Club owes much to the many members who have provided the support and enthusiasm through good and bad times. Of particular mention are Brian Beale and Sheila Baker, the real heroes of its survival.

The club is affiliated to UK Athletics and English Athletics and enjoys the benefits from these associations. General management of the Club is achieved through a Committee, elected by the membership, at its Annual General Meeting (AGM). To ensure governance in all aspects of Burnham-on-Sea Harriers Running Club, the following Constitution outlines its functions and the rules under which it will operate.

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1. Title

The Club shall be known as Burnham-on-Sea Harriers Running Club (BOS Harriers RC), hereinafter to be referred to as “the Club”

2. Headquarters

- (a) The meeting place is the Burnham Area Youth Centre (Bay Centre), Cassis Close, Burnham Road, Highbridge, TA8 1NN, Somerset
- (b) The contact will be the address of the Honorary Secretary at the time.

3. Objectives

The objectives of the Club shall be:

- (a) To encourage the practice, promotion, development and participation of amateur athletics in Burnham-on-Sea and the wider community.
- (b) To provide training and coaching for members.
- (c) To promote athletics and events in accordance with the Laws & Rules of UK Athletics (UKA) and England Athletics.
- (d) To organise teams to represent the Club in championships and leagues and in such other competitions as the Committee shall decide.
- (e) The Club shall seek to be affiliated to National and Regional Amateur Athletic bodies as the Committee consider appropriate in order to carry out the objectives of the Club.
- (f) The Club shall cater for the following athletics disciplines: Road Running, Track Running, Cross-Country Running, Trail Running and Fell Running.
- (g) To encourage members to train, qualify and participate as Honorary Official in non track and field events.

4. Management

- (a) The management of the Club shall be vested in a Committee that shall consist of the Chair, Treasurer and Secretary who shall be Officers of the Club, together with a maximum of ten other members. Of these shall be a Vice Chair, Club Captain, **Vice Club Captain**, Members Secretary, Social Secretary, Social Media Rep, Web master, Coach and two Ordinary Committee Members. Race Directors may be assigned or co-opted as and when required. All the foregoing shall be elected at the Annual General Meeting and remain in office until the conclusion of the AGM of the following year.
- (b) Responsibilities of Safeguarding, General Data Protection Regulation, Health and Safety to be allocated to elected members, to comply and implement Legislation.

- (c) Five elected Committee members are required for a quorum for a Committee meeting to take place providing the Chairman or Secretary is also present.
- (d) The Committee shall have the power to fill vacancies if they arise and to co-opt members for particular projects, but co-opted members shall not have a Committee vote.
- (e) The 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.
- (f) In exceptional circumstances where it is not possible to hold the meeting in person, the meeting to be convened through teleconferencing platforms.
- (g) The Committee shall meet quarterly or six monthly, with due consideration to Race Planning Meetings, or as the Committee consider appropriate in order to carry out the objectives of the Club.

5. Club Colours

- (a) Club colours are a yellow vest or shirt, primarily yellow with a black logo on the front.
- (b) Club colours will be worn in any event promoted under UKA Rules.

6. Membership

- (a) Membership of the Club shall be open to persons who are amateurs as defined by UK athletics governing bodies at that time, regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. Children under the age of 16 attending training, races or any club activity must be accompanied by their parent or guardian who shall be entirely responsible for them. For young people age 16 or 17, a parent or guardian is to be entirely responsible for their attendance at all club activities.
- (b) Each membership application must be made in writing on the form provided for that purpose or on-line electronic submission using the web site application form. The appropriate subscription must accompany the application for membership. The Committee may at its discretion, reject any application for membership.
- (c) The Club will provide the following data to England Athletics for the purpose of individual registration with the governing body. – Full Name, Gender, Date of Birth, Postal Address and Competition / Volunteer status. England Athletics will issue a Registration Number to members via registered email address.
- (d) Any member wishing to resign from the Club must do so in writing or by email to the Secretary before the 1st January, failing which, they may be liable for the ensuing year's subscription.
- (e) Resignation shall be considered by the Committee within one calendar month of receipt and will be held as effective from the date of tendering.

- (f) 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.

7. Subscriptions

- (a) Annual subscriptions shall become due for payment on 1st January each year, with the amounts being determined by the AGM.
- (b) The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- (c) Members under 18 (subject to 6a) shall pay half rate subscriptions.
- (d) Social Members will pay a rate as determined by the Committee.
- (e) Members joining after the 15th November shall be deemed to have paid their subscription for the following year.
- (f) Any member failing to make payment by 31st March shall cease to be entitled to the rights and privileges of membership and may be expelled provided that notice has been sent at least twice to the member's last known email address and once by post, informing him/her of the proposed action.

8. Annual General Meeting (AGM)

- (a). The AGM shall be held in late January or early February, as dictated by the practical circumstances applicable at that time.
- (b) At the AGM the meeting will:
 - (i) Receive the Annual Report of the Secretary.
 - (ii) Receive the Financial Statements and the Treasurer's report.
 - (iii) Receive the Chair Annual Report
 - (iv) Receive the Club Captain's Annual Report
 - (v) Elect the officers and the Committee for the ensuing year.
 - (vi) Consider any amendment to the constitution of which due notice has been given to all members. Any proposed change to the constitution must be received by the Secretary at least 14 days preceding the meeting in order that all members shall have sufficient notice of the proposal.
 - (vii) Alterations to the Constitution at the AGM will be by a resolution carried by two-thirds of those present, constituting at least 50% of the Club membership.
 - (vii) Transact any other notified business.
- (c) At least 21 days' notice shall be given to members of the date, venue and agenda items for the AGM. Members must give the Honorary Secretary 14 days' notice, in writing, of any business they wish to be included on the agenda.

- (d) All registered members of the Club at the meeting who are aged 18 years or more shall have one vote. In the case of an equality of votes the Chairman will have a second, casting, vote. Voting shall be by a show of hands except where the Chairman decides voting shall be by ballot.
- (e) In exceptional circumstances where it is not possible to hold the meeting in person, the meeting to be convened through teleconferencing platforms. The mechanism of voting to be agreed by all in attendance, depending on the facilities of the platform utilised.

9. Extra- Ordinary General Meeting (EGM)

- (a) An EGM may be called by the Committee to discuss changes to the Constitution and Rules or any other Club business too urgent to wait for the AGM.
- (b) An EGM must be called if 25% of voting members so petition the Secretary in writing.
- (c) Three weeks' notice of an EGM must be given to the all members by email or in writing together with the motion/s to be discussed. No other business shall be conducted.
- (d) Procedures for voting shall be as used for the AGM.
- (e) In exceptional circumstances where it is not possible to hold the meeting in person, the meeting to be convened through teleconferencing platforms. The mechanism of voting to be agreed by all in attendance, depending on the facilities of the platform utilised.

10. Finance

- (a) The financial year of the Club shall end on 31st December.
- (b) All funds belonging to the Club shall be deposited with a bank or building society in accounts that shall carry the Club title. All accounts shall operate on two signatories, one of whom will be the Treasurer and the other either the Chairman or Secretary. If it is the case that the Bank requires a single signature, for online transactions, the treasurer will email the other signatories for authorisation, and can proceed as soon as one of them has responded positively.
- (c) Expenditure above agreed budget levels may only be authorised at a Committee meeting
- (d) The Financial Statements to be scrutinised by an independent and competent person before presentation to the AGM.

11. Property and Funds

- (a) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the Club.

- (b) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, travel expenses and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Acts.
- (c) The Club may also in connection with the sports purposes of the Club:
 - (i) Sell and supply food, drink and related sports clothing and equipment.
 - (ii) Indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
 - (iii) The Committee will have due regard to the law on disability discrimination and child protection.

12. Winding Up

- (a) The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting (AGM or EGM)
- (b) The Committee will then be responsible for the orderly winding up of the Club's affairs.
- (c) After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
 - (i) To another Club with similar sports purposes which is a registered charity and/or
 - (ii) To another Club with similar sports purposes which is a registered CASC and/or
 - (iii) To the Club's national governing bodies for use by them for related community sports.

13. Alterations to the Constitution

The Constitution may be altered but only by a resolution passed by two-thirds of those present and voting at an AGM or an EGM called for that purpose. Notice of any proposed amendment must be given as provided in 8 or 9 above.