

MERTHYR CYCLING CLUB CONSTITUTION

Last Updated – 4th November 2018

Version 1.5

1.0 TITLE

- 1.1 The club shall be known as MERTHYR CYCLING CLUB, and hereafter referred to as such, and shall be affiliated to British Cycling and Cycling Time Trials.

2.0 OBJECTIVES

- 2.1 To foster and promote the sport of cycling in all disciplines throughout the Merthyr and Aberdare Valleys at all levels, providing opportunities for both recreation and competition, and promote the physical benefits of cycling.

3.0 MEMBERSHIP

- 3.1 Membership of the club shall be open to everyone by completing an online membership application form, and paying the annual membership. The membership subscription shall be as agreed at the previous AGM.
- 3.2 The club can refuse or revoke membership, on non-discriminatory grounds, where the membership or continued membership of the person concerned would be likely to be contrary to the best interests of the sport and the good conduct of the club.
- 3.3 Membership classes are as follows:
- 3.3.1 Full Racing member (1st claim) shall be regarded as first claim members for the purposes of competition. This is currently £25 per annum and entitles members to free participation in the club's Time Trial series, take part in competitive bike races for MCC (subject to ownership of appropriate racing licence) and also participate in organised MCC club rides.
- 3.3.2 Full Racing member (2nd claim) shall be regarded as second claim members for the purposes of competition. This is currently £25 per annum and entitles members to free participation in the club's Time Trial series and participate in organised MCC club rides.
- 3.3.3 Social member currently charged at £10 per annum and entitles members to participate in organised MCC club rides.
- 3.3.4 Junior membership (under sixteen at end of membership year which is 31st December each year), currently charged at £0. This entitles junior members to free participation in the club's Time Trial series, take part in competitive bike races for MCC (subject to ownership of appropriate racing licence) and also participate in organised MCC club rides.
- 3.3.5 All Life members prior to 31st December 2017 will retain their status and will not be required to pay for social club membership. They will still be required to pay for racing membership entitlement which will be calculated as Full Racing Membership minus Social membership (e.g. currently this would be £25 - £10 = £15). After 31st December 2017, Life Membership will cease to exist however the committee will retain the right to allocate honorary membership on a discretionary basis.

- 3.3.6 All members shall declare if they intend to race for MCC and will be classified as 1st Claim Members and will furthermore be required to purchase Full Racing Membership. All members racing for other clubs shall be classified as 2nd Claim Members.
- 3.3.7 As agreed at the MCC AGM held on 28th September 2017, all serving committee members will be given free Racing Membership in recognition of the time they spend running the club.

4. OFFICERS

- 4.1 The executive officers of the club shall be as follows:
- President (will not generally participate in committee matters)
 - Chairperson
 - Secretary
 - Treasurer
 - Racing Secretary

5. ELECTION OF OFFICERS

- 5.1 All officers shall be elected at the annual general meeting of the club, from, and by, full members of the club.
- 5.2 All officers are elected for a period of one year, but may be re-elected to the same office or another the following year.

6.0 GENERAL COMMITTEE

- 6.1 The affairs of the club shall be controlled by a general committee comprising of the Executive officers of the club, club Welfare officer and 1 other non executive officer elected from, and by, the full members of the club. The general committee shall meet at agreed intervals and not less than two (2) times in one year.
- 6.2 The duties of the general committee shall be:
- 6.2.1 To control the affairs of the club on behalf of the members.
- 6.2.2 To keep an accurate accounts of the finances of the club through the Treasurer. These should be available for reasonable inspection by members and should be audited before every annual general meeting. The club shall maintain a current bank account and the Treasurer shall be authorised to make payments (on and offline) on behalf of the club.
- 6.2.3 To co-opt additional members of the committee as the committee feels this is necessary. Co-opt members shall not be entitled to vote on the committee.
- 6.2.4 To make decisions on the basis of a simple majority vote. In case of equal votes, the Chairperson shall be entitled to an additional casting vote. A Quorum for a committee meeting shall be four (4) general committee members but must include at least two (2) from the executive officers.
- 6.2.5 To ensure the annual running of the clubs competitions.
- 6.2.6 To organise an annual presentation evening.

6.2.7 To manage the design and ordering of club kit.

6.2.8 To ensure that appropriate insurances and affiliation fees are paid.

7.0 GENERAL MEETINGS

7.1 The annual general meeting of the club shall be no later than September of each year. Four (4) weeks notice shall be given to all members of the club by means of email and social media communication. Members must advise the secretary in writing of any business to be moved at the Annual General Meeting one (1) week prior to that meeting. The Secretary shall circulate or give notice of the agenda for the meeting to members no less than one (1) week before the meeting.

7.2 The business of the Annual General Meeting shall be to:

7.2.1 Confirm the minutes of the previous AGM be as read and any meetings held since the last AGM.

7.2.2 Receive the audited accounts for the year from the club Treasurer

7.2.3 Receive the annual report of the club committee from the Secretary.

7.2.4 Elect an Auditor. The auditor may be elected from the members of the club, but shall not be an account signatory.

7.2.5 Elect the following officers of the club

- Chairperson (Executive)
- Secretary (Executive)
- Treasurer (Executive)
- Racing secretary (Executive)
- Welfare Officer (Non Executive)
- 1 x Committee Member (Non Executive)

7.2.6 Review club subscription rates and recommend any changes for the following year aiming to maintain an affordable subscription for all. Changes to fees will be voted on by members at the AGM or EGM.

7.2.7 Transact such other business received in writing by the club secretary from members of the club and submitted in the time frame outlined in 7.1 to the club Secretary and is included on the agenda of the meeting.

7.3 Special general meetings may be convened by the general committee or on receipt by the Secretary of a request in writing from not less than two full members of the club, and at least thirty-one (31) days notice should be given.

7.4 Emergency meetings of the club committee may be called under circumstances in which a matter cannot be delayed in any way, this type of meeting will require telephone contact by two (2) full members of the club, to either the club Secretary or Chairperson and allow a minimum of two (2) days to convene the meeting.

7.5 Nomination of candidates for election of officers shall be made in writing or by email to the Secretary at least 1 week in advance (7 days) of the Annual General Meeting date.

Nominations can only be made by full members and must be seconded by another full member.

- 7.6 At all General meetings, the chair will be taken by the Chairperson or, in his/her absence, by a deputy appointed by the club by full members attending the meeting.
- 7.7 Decisions made at the General meeting shall be by a simple majority of votes from those full members attending the meeting. In the event of equal votes the chairperson shall be entitled to an additional casting vote.
- 7.8 Each full member of the club shall be entitled to one (1) vote at the General meetings.

8.0 ALTERATIONS TO THE CLUB CONSTITUTION

- 8.1 Any proposed alterations to the club constitution may only be considered at an annual or special General meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a full member of the club and seconded by another full member. Such alterations shall be passed if supported by not less than two thirds of those full members present at the meeting, assuming that a quorum has been achieved.

9.0 DISSOLUTION

- 9.1 If at any General meeting of the club, a resolution be passed for the dissolution of the club, the Secretary shall immediately convene a special General meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution.
- 9.2 If at that special General meeting, the resolution is carried by at least two thirds of the full members present at the meeting, the General committee shall thereupon, or at such date as shall be specified in the resolution, proceed to realise the assets of the club and discharge all debts and liabilities of the club.
- 9.3 After discharging all debts and liabilities of the club, the remaining assets shall not be paid or distributed amongst the full members of the club, but shall be given or transferred to a local charity or other voluntary organisation having similar objectives to those of the club for example another local cycle club. The recipient will be voted on and agreed by full members.

Executive Officer Signature	Date
Chairperson	
Secretary	
Treasurer	