



Stafford Triathlon Club

CONSTITUTION

1) Name

The club will be called STAFFORD TRIATHLON CLUB and will be affiliated to BRITISH TRIATHLON

The club will wear the colours of : BLACK, RED & WHITE

2) Aims & Objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in TRIATHLON
- To promote the club within the local community and TRIATHLON
- To ensure a duty of care to all members of the club
- To provide all its services in away that is fair to everyone
- To ensure that all present and future members receive fair and equal treatment
- To provide coaching for the members and to promote and organize competitions
- To cater for Triathlon, Multi-Sports and Adventure Sports and the individual sports of Swimming, Cycling & Running.

3) Membership

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted.

Members will be enrolled in one of the following categories:

- Full member
- Associate member
- Junior member
- Life member (a member can be voted to become a life member and pay no annual fee by being nominated and receiving a majority vote at an AGM or EGM. This usually is rewarded for contributions to the club or national representation.



Stafford Triathlon Club

4) Membership Fees

Membership fees will be set annually and agreed by the Management Committee or determined at the Annual General Meeting.

Fees will be paid: annually on April 1st each year.

The club shall have the power to expel any member who is 3 months in arrears.

Any member wishing to resign must do so in writing, addressed to the Chair or Secretary. The resignation will be considered by the Committee within one calendar month of receipt and will be held as effective on the date of tendering. Resignations will not be accepted if the member is financially indebted to the Club and acceptance will be withheld until the debt has been discharged.

5) Officers of the Club

The officers of the club will be:

- Chair
- Secretary
- Treasurer
- Welfare Officer
- Publicity Officer
- Team Manager
- Volunteer Coordinator
- Junior Representative
- Regional Committee Rep
- Head Coach
- Junior Head Coach
- Junior Team Coordinator
- Social Secretary
- Open Water Representative

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

The committee will have the power to fill vacancies if and when they arise.



Stafford Triathlon Club

6) Committee

The club will be managed through the Management Committee consisting of:

All of the above named officers

Only these posts will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and held no less than 6 meetings per year.

The quorum required for business to be agreed at Management Committee meetings will have a minimum of 4 members present.

The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organization of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfill its business.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

7) Finance

All club monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on: 31st March.

An audited statement of the annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer, Secretary or Chairman of the club.



Stafford Triathlon Club

8) Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days notice to be given to all members.

The AGM will receive a report from the officers of the Management Committee and a statement of the audited accounts.

Nominations of officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGM's will be 25% of the membership.

The Management Committee has the right to call Extra-Ordinary General Meetings (EGM's) outside the AGM. Procedures for EGM's will be the same as for the AGM.

9) Discipline & Appeals

All complaints regarding the behavior of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 7 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be the right to appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.



Stafford Triathlon Club

10) Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of British Triathlon.

11) Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

12) Declaration

STAFFORD TRIATHLON CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

We agree to abide by the clubs constitution and to convey these rules and regulations to its members.

Chairman

Date

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Secretary

Date

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