

HORSHAM CYCLING – CLUB CONSTITUTION, RULES & REGULATIONS
(as adopted by the Club through its General Committee on 23 January 2006)

1. Name and Colours

1.1 The Club shall be called “**Horsham Cycling**”.

1.2 The Club colours shall be blue, white and black.

2. Object

2.1 The object of the Club shall be to promote social, leisure and competition cycling activities for its members.

3. Membership

3.1 Membership shall be open to any person who completes a membership application form, pays the relevant joining and/or subscription fees and agrees to abide by the Club Constitution, Rules & Regulations and such other rules and regulations as are determined from time to time by the General Committee.

3.2 Joining and annual subscription fees shall be as determined by the General Committee from time to time and, unless determined otherwise by the General Committee, annual subscriptions shall be payable in advance and cover the period from 1 April to 31 March.

3.3 There shall be three classes of membership:

3.3.1 Full membership;

3.3.2 Junior membership (under 16 years old at date annual fees become due); and

3.3.3 Second claim membership (members who are full members of other cycling clubs).

3.4 Only full members shall be entitled to vote at General Meetings or hold office as Executive Officers of the Club or as members of the General Committee.

4. Management

4.1 The management of the Club shall be vested in the General Committee which shall meet at least four times in each financial year. The interval between meetings shall not exceed 100 days. All members of the General Committee shall be invited to each meeting.

4.2 The General Committee shall comprise the Executive Officers of the Club and a maximum of five other full members of the Club as shall be invited to join by unanimous consent of the members of the General Committee.

4.3 The Executive Officers of the Club shall comprise:

the Chairperson;

the Secretary; and

the Treasurer.

4.4 No later than 24 months after the adoption of this Club Constitution, Rules & Regulations, all members of the General Committee (including the Executive Officers) shall stand for election at a General Meeting convened in accordance with paragraph 5.1 below. Thereafter such elections shall be held at intervals of no greater than 24 months.

4.5 Nomination of candidates for election as members of the General Committee shall be made in writing to the Secretary at least 14 days in advance of the General Meeting convened for such elections. Nominations can only be made by full members and must be seconded by at least one other full member. Those members of the General Committee holding office at the date of such General Meeting shall be deemed to have given notice to stand for re election in accordance with this paragraph 4.5 unless they have given notice to the contrary. In the absence of nominations prior to the meeting, nominations may be taken from the floor provided the nominee shall have given his/her consent.

4.6 The function of the General Committee shall be as follows:

4.6.1 To control the affairs of the Club on behalf of the members. It shall be the duty of the General Committee to seek and consider the views of the members and to report to any member raising any issue the outcome of such consideration.

4.6.2 To keep accurate accounts of the finances of the Club through the Treasurer. Formal accounts shall be prepared annually by the 31 May following the end of the period in question and approved by the General Committee within six weeks of their preparation. The Club shall maintain a bank account, the authorised signatories of which shall be any two Executive Officers.

4.6.3 To issue through the Secretary, an annual statement (including a summary of the accounts) to all members summarising the affairs of the club in the preceding year. Such report shall be issued within six weeks of the approval of the accounts.

4.6.4 To make decisions on the basis of a simple majority. In the case of equal votes, the chairperson of the meeting in question shall have a second, casting, vote. The quorum of meetings of the General Committee shall be three.

5. General Meetings

5.1 General Meetings shall be convened on receipt by the Secretary of a request in writing signed by not less than five full members of the Club. General Meetings may also be convened by the General Committee. At least 21 days' notice of such meetings shall be given to the members. The business to be considered at the meeting shall be specified in the notice convening the meeting.

5.2 At all General Meetings the chair will be taken by the Chairperson or, in his/her absence, by a deputy appointed by the General Committee or in the absence of such appointment, by the full members of the Club attending the meeting.

5.3 Decisions made at a General Meeting (other than as described in paragraphs 6 and 7 below) shall be by simple majority of votes from those full members attending the meeting. In the event of equal votes, the chairperson of the meeting shall be entitled to an additional, casting, vote or alternatively, in his/her discretion, he/she may direct a written poll of all full members.

5.4 A quorum for a General Meeting convened by the General Committee shall be four full members including at least two Executive Officers. In the event that such a General Meeting is not quorate, it shall be adjourned and reconvened on not less than seven days' notice to the members of the club at which date it shall be deemed quorate provided not less than three full members are present.

5.5 A quorum for a General Meeting convened at the request of the members shall be at least 25% of all the full members of the Club.

6. Disciplinary Procedure

6.1 The General Committee is empowered to discipline any member whom it considers has acted in a manner detrimental to the Club or in breach of its rules and regulations by:

6.1.1 written warning; or

6.1.2 temporary suspension of membership of the Club; or

6.1.3 permanent expulsion from the Club.

The decision of the General Committee in such matters shall be final save that in respect of any member expelled permanently, the (former) member concerned shall be entitled to be readmitted if such a motion is proposed at a General Meeting convened in accordance with paragraph 5.1 above and such motion is carried by a majority of at least 2/3rds of those full members attending and voting at the meeting. An abstention by a full member present at the meeting shall not count as a vote.

7. Special Resolutions

7.1 Alterations to the Constitution, Rules & Regulations

Any proposed alterations to the Club Constitution, Rules & Regulations may only be considered at a General Meeting convened in accordance with paragraph 5.1 above. Any such alteration must be proposed either by the General Committee or by a full member and seconded by at least one other full member. Such alterations shall only be passed if supported by not less than 2/3rds of those full members present and voting at the meeting. An abstention by a full member present at the meeting shall not count as a vote.

7.2 Dissolution of the Club

7.2.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall forthwith convene a Special General Meeting of the Club to be held on not less than one month's notice to the members to discuss and vote on the resolution.

7.2.2 If at that Special General Meeting, the resolution is carried by at least 2/3rds of the full members present at the meeting and voting, the General Committee shall thereupon, or at such date as is specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club. An abstention by a full member present at the meeting shall not count as a vote.

7.2.3 After discharging the debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the members of the Club, but shall be paid to such charity or charities as shall be selected by the General Committee. Without in any way fettering the absolute discretion of the General Committee in this regard, first consideration may be given to the support of charities whose activities are concentrated on cycling and/or on Horsham and the surrounding area.