

HONITON RUNNING CLUB RULES

TITLE

1. The name of the Club is HONITON RUNNING CLUB

HEADQUARTERS

2. The headquarters of the Club is at Honiton Sports Centre, School Lane, Honiton, Devon.

OBJECT

3. The object of the Club is the promotion of fitness through running by providing facilities and encouraging participation.

MANAGEMENT

The Management of the Club is vested in the club management committee. This shall consist of the officers of the club and ordinary members.

The officers of the club are: Chairperson, Secretary, Treasurer, Club Captain,

The ordinary members to consist of:

- a representative of the Junior club, who will normally be the Juniors' captain or Juniors' secretary.
- the social secretary
- 4 other members

All officers and ordinary members to be elected annually and Full Members of the club may stand for any of the positions.

A minimum of two committee officers and three other committee members are required to be in attendance to form a quorum at committee meetings. The Committee has the power to fill any vacancy which may arise.

The President of the club is a honorary position and he/she will be invited to take the role by agreement of the committee. The President will receive invitations to committee meetings as a non-voting member and to all formal activities of the club.

The Junior Section of the club will be operated to Clubmark standards by the Juniors' Captain, the Juniors' Secretary and any coaches who are involved with the Junior Section . The Juniors' Captain will be responsible for leading the Junior Section, producing a coaching programme and encouraging junior runners to take part in appropriate events. The Juniors' secretary will have responsibility for the day to day administration of the Junior Section. The club chairperson will receive an invitation to planning meetings of Junior Section. These meetings will be properly minuted and the minutes made available to the club management committee. The representative of the Junior Section will report to the club management committee at committee meetings. The club management committee will have overall responsibility for the Junior Section.

4. The Management of the Club is vested in the club management committee. This shall consist of the officers of the club and ordinary members.

The officers of the club are: Chairperson, Secretary, Treasurer, Club Captain,

The ordinary members to consist of:

- a representative of the Junior club, who will normally be the Juniors' captain or Juniors' secretary.
- the social secretary
- 4 other members

All officers and ordinary members to be elected annually and Full Members of the club may stand for any of the positions.

HONITON RUNNING CLUB RULES (cont)

A minimum of two committee officers and three other committee members are required to be in attendance to form a quorum at committee meetings. The Committee has the power to fill any vacancy which may arise.

The President of the club is a honorary position and he/she will be invited to take the role by agreement of the committee. The President will receive invitations to committee meetings as a non-voting member and to all formal activities of the club.

The Junior Section of the club will be operated to Clubmark standards by the Juniors' Captain, the Juniors' Secretary and any coaches who are involved with the Junior Section . The Juniors' Captain will be responsible for leading the Junior Section, producing a coaching programme and encouraging junior runners to take part in appropriate events. The Juniors' secretary will have responsibility for the day to day administration of the Junior Section. The club chairperson will receive an invitation to planning meetings of Junior Section. These meetings will be properly minuted and the minutes made available to the club management committee. The representative of the Junior Section will report to the club management committee at committee meetings. The club management committee will have overall responsibility for the Junior Section.

MEMBERSHIP

5. Membership of the Club is confined to Amateurs as defined by the British Athletic Federation in the B.A.F. Rules for Competition book. The club is open to the whole community without discrimination.

The club year will, for all administrative issues, commence on the April the 1st each year and end on March 31st. Therefore membership subscription renewal will be due on the 1st day of April annually. Athlete registration fees are also due at this time unless the member has opted out of the scheme (See rule 7).

Individuals wishing to apply for membership must complete an application form and to pass this with their subscription to the Treasurer who will register the applicant and issue a membership card. In cases of doubt, the matter is to be referred to the Chairman.

In order to enable the prospective member to be able to take part in Club Training Nights safely and without prejudicing the safety of any other member, it is normally the case that he/she will wear appropriate clothing suitable for the ambient weather conditions and to ensure visibility to motorists and pedestrians.

Additional criteria apply to club juniors, see the "Welcome Pack" for further guidance.

Grades of Membership

Full Member - Defined as a "normal" running member **who** enjoys all club benefits.

Family Member – A discounted membership fee is paid, but has the same benefits as a Full Member.

Student Member – Members 16 years or older but under 18 years and/or members in full time education **pay a reduced fee, but enjoy** the same benefits as a Full Member.

Junior Member – A member aged less than 16 years of age and attending formal coached sessions on the nominated night training night.

Associate Member – Non-competing members pay a reduced fee and benefit from club insurance. Associate members have no voting rights in club elections. The Associate member shall not be entitled to serve on the club management committee but may be co-opted to advise or assist in areas where they have expertise.

Life Membership – This is given in recognition of outstanding services to the club as defined from time to time by the club management committee. Nominations may also be made by any full member to the club management committee for consideration. In reviewing such nominations the Committee's decision shall be final.

HONITON RUNNING CLUB RULES (cont)

RESIGNATION

6. A member intending to withdraw from the Club shall give notice in writing to the Honorary Secretary, and his/her membership terminates on the date of that notice unless he/she is financially indebted to the club, in which case the Committee may withhold acceptance of the resignation until he/she has discharged his/her liability. A Member not having tendered his/her resignation prior to the 1st of April shall be liable for the ensuing year's subscription.

SUBSCRIPTION

7. The Annual Club Subscription, the full membership fee, is payable on election and subsequently on the 1st of April each year. The membership fee will be reviewed annually at the Annual General Meeting. The membership fee charged for NEW members joining after October 1st, may, at the discretion of the committee, be reduced.

It should be noted that in addition to the club subscription fees there will be an England Athletics (The Governing Body) "**Athletes registration fee**" which will vary from time to time. This fee is payable by all grades of member who wish to compete in England Athletics events. The club does not benefit in any way from the collection of this fee and the individual does have the opportunity to opt out of the Athlete registration scheme. Details of the implication of opting out may be obtained from the club secretary or England Athletics. All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties with the exception of donations to charities or to other clubs that are registered as community amateur sports clubs.

- (a) The Committee shall have the power to expel any member whose subscription is twelve months in arrears provided one month's notice in writing shall have been sent to such member by a registered or recorded letter, addressed to his/her last known address, informing him/her of the proposed action of the Committee".
- (b) The name and address of any person so expelled from a Club in the Southern district shall be sent to the South of England AA who shall enter his/her name in a book (to be called "The Suspension Book") to be kept for that purpose. Every person whose name has been so entered in a Black Book shall be suspended from competing at any meeting held under Federation Rules until the liability causing his/her said expulsion, which shall not exceed one year's subscription, shall have been discharged. No member whose subscription is in arrears is eligible to take part in any competition promoted by the club.

Membership Rates

Full Member	- Full Rate
Family Membership	- 2.5 times the full rate (not applicable to juniors undergoing continuous coaching where adhoc charges may apply).
Student Member	- $\frac{2}{3}$ of the Full Rate (Rounded up to the nearest 50p).
Junior Member	- pays the athletes registration fee & club membership fee combined plus an additional fixed fee per session as set by the juniors coaching team subject to endorsement by the club committee.
Associate Member	- $\frac{1}{3}$ of the Full Rate (Rounded up to the nearest 50p) no Athlete registration fee is payable assuming the associate does not wish to compete at EA events.
Life Membership	- Exempt from annual membership fees.

MEMBER EDUCATION

8. Coach Training
- (a) A member seeking financial assistance from the club, toward the cost of coach training courses, will have served as an active club member for a minimum of 1 year. Where possible the club will attempt to recover costs from the sports governing body. If costs are recovered,

HONITON RUNNING CLUB RULES (cont)

in full or in part the member costs will be reimbursed pro-rata.

- (b) The member shall, in return for financial support, agree to support existing coaches and/or provide coaching for a minimum of 10 sessions in the 12 months following successful qualification. These qualifying sessions may be for junior or senior sections of the club.

LONDON MARATHON – CLUB ENTRIES*

Preamble:

During August of each year the club applies for guaranteed entries to the London Marathon, currently held each spring. The number of places allocated is at the sole discretion of the marathon organisers. Upon receipt of the places club members may apply for inclusion in a draw to allocate the places.

It is understood that a member receiving a club place:

- a. Will raise money for the club charity.
- b. If unable to compete through injury will pass the place back to the club at the earliest opportunity.
- c. If the injury occurs too late for this to happen then the member will apply to the marathon organisers for a deferred place the following year

9.

- (a) Places in the draw are only available to those who applied, and were rejected, from the open ballot for the next London Marathon.
- (b) A rejection letter **must** be given to the Secretary as proof of rejection from the open ballot before being eligible for the Club places.
- (c) Those that ran in the previous two London Marathons are not eligible for the draw, irrespective of the source of their previous entry.
- (d) Those that have been paid up club members for less than one year are not eligible for the draw.
- (e) A club place will automatically be given to a member who had to give up a club place from the previous year through injury **provided that:** the member has entered the open ballot for the current year and been rejected.
- (f) A member who was injured too late to pass on a club place and who failed to defer their entry shall not be entitled to an automatic club place the following year.
- (g) If, upon receipt of a club place, the individual is not able to compete the place should be returned to the club secretary for re-allocation at the earliest opportunity.
- (h) A draw will take place at a date and time to be decided by the club management committee.

*The Management Committee reserves the right to review these criteria but acceptance will be subject to the normal constitutional requirements for constitution and rules changes.

ANNUAL GENERAL MEETING

10. A General meeting shall be held during the month of March in every year to receive the Committee's report and financial statement, elect officers and Committee and deal with any other matter specified on the agenda. The Honorary Secretary must give every member 21 days notice of the meeting, and notice of any business which it is desired be placed on the agenda must be given in writing to the Honorary Secretary at least 14 days prior to the meeting.

11. The Honorary Secretary shall give to every member at least 7 days notice of the time and

HONITON RUNNING CLUB RULES (cont)

place of a General Meeting along with the business to be dealt with at any such meeting.

SPECIAL GENERAL MEETING

12.

- a) A Special General Meeting must be called by the Honorary Secretary within 14 days of the receipt by him/her, of a requisition in writing signed by at least ten members of the Club, stating the business to be brought before such a meeting.
- b) The Chairman or Secretary may call a Special General Meeting, giving a minimum of three weeks notice to the membership, to seek approval for changes the Club Constitution or Rules.

ALTERATION OF RULES

13. No alteration or addition may be made to the rules except by an Annual General Meeting, or a Special General Meeting called for that purpose. Notice of any proposed amendment must be given as provided in Rule 12 (b).

DISCLAIMER

14. Members taking part in events organised by the club do so at their own risk. The club does not take responsibility for any injury, loss or damage that might arise as a result of participation in club activities.

DISSOLUTION

15. Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

Approved By

Chairman

Secretary

_____ Date _____ Date _____