



Burton Athletics Club Constitution

1. Name

The club will be called *Burton Athletics Club* and will be affiliated to *England Athletics*.

2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in *Athletics and Cross Country/Road Running*.
- To promote the club within the local community and *Athletics and Cross Country/Road Running*.
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.

3. Club Equity Statement

This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

- The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
- The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

4. Membership

To ensure all present and future members receive fair and equal treatment.

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 practice that the club has adopted.

Members will be enrolled in one of the following categories:

- Full member.
- Associate member.
- Junior member.
- Life member.



5. Membership fees

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

Fees will be paid: annually/monthly/by weekly subscription or at the discretion of the management committee.

6. Officers of the club

The officers of the club will be:

- President - Trevor Sharpe
- Chair - Jaime Walker
- Vice Chair - Graham Lamb
- Secretary - Judy Kelsall
- Assistant Secretary - Jenna Galiszewski
- Treasurer - Jackie Acton
- Membership Secretary - Judy Kelsall
- Welfare Officer- Annette Webster & Trevor Swindlehurst
- Coaching representative- Keith Morant
- Kit Secretary - Jackie Acton
- Auditor - Sarah Barker
- Member Representative - Jon Dumelow
- Member Representative - Fran Sharpe & Laura Allen
- Member Representative - Alice Tyler (youth Representative)

Officers will be elected annually at the Annual General Meeting.

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

7. Committee

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

- *President, Chair, Vice Chair, Secretary, Assistant Secretary, Treasurer, Membership Secretary, Welfare Officer, Coaching Representative, Kit Secretary, Auditor, Member representative.* Only these posts will have the right to vote at meetings of the Management Committee.
- The Management Committee meetings will be convened by the Secretary of the club and held no less than 10 times per year.
- The minimum age for a committee Member shall be 16 years of age.
- The quorum required for business to be agreed at Management Committee meetings will be: *4 Committee Members*
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business
- The Chairman will have the deciding vote and the final say on all matters if the committee cannot decide on a resolution.



- 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.

8. 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: 31/12/2023

An **audited** statement of 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 plus up to two other officers.

9. Annual General Meetings

Notice of Annual General Meetings (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 officers of the Management Committee and a statement of the audited accounts.

Votes at the AGM are for Club Members only, non-members cannot vote.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be *20-30 Attendees*.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

10. Discipline and appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures.

The club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

All complaints regarding the behaviour of members and none members should be presented and submitted in writing to the Chairman.

Any Issues or Concerns regarding members and associates of the club under the age of 16, should be submitted to the club welfare officer.



The Management Committee will meet to hear complaints within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership or for none members to terminate the relationship with the club. Should the Management committee fail to reach an outcome, the chairman shall have the final resolution vote on this matter.

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 14 days of the hearing.

There will be the right of 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.

11. 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 be offered to a local Charity or School within Burton or South Derbyshire

11. Amendments to the constitution

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

12. Declaration

Burton Athletics Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed by Treasurer Jackie Acton