

CENTRAL ATHLETIC CLUB - CONSTITUTION

1. The club shall be called Central Athletic Club (hereinafter referred to as “the Club”). Its objects are

- (a) to foster and develop athletics as a sport; and
- (b) to provide recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.

In furtherance of the above the Club will:

- (i) Encourage the practice, participation, promotion and development of athletics in central Scotland and particularly around Stirlingshire and Clackmannanshire;
- (ii) Provide training and coaching for members; and
- (iii) Organise open, club and club handicap races and participation of club members in athletics events.

2. Club colours shall be yellow vest with blue side panels.

3. The Club shall be affiliated to Scottish Athletics Ltd (SAL) and any other national and regional bodies as the Club shall consider appropriate in order to carry out the objectives of the Club.

4. In furtherance of its objectives the Club shall have the following powers:

(a) To take such steps as may be deemed appropriate for the purpose of raising funds for the Club’s activities and to invite and receive grants, donations and legacies of all kinds (and to accept any reasonable conditions attaching to them) from any organisation, person or persons by way of subscription, donation or otherwise; however, the Club shall have the right to disclaim any gift, legacy or bequest in whole or in part in such circumstances as the Club may think fit;

(b) To invest any funds which are not immediately required for the Club’s activities in such investments as may be considered appropriate (and to dispose of, and vary, such investments);

(c) To purchase, take on lease, hire, or otherwise acquire, any property, business or rights which are suitable for the Club’s activities;

(d) To sell, let, hire out, license, or otherwise dispose of, all or any part of the property and rights of the Club;

(e) To liaise with, work with and/or enter into any arrangement with any organisation, body or authority which may be advantageous for the purposes of the activities of the Club, and to enter into any arrangement for co-operation or mutual assistance with any such body;

(f) To effect insurance of all kinds (which may include but is not limited to officers’ liability insurance);

(h) To subscribe to, become a member of, or amalgamate or co-operate with any other organisation, institution, society or body not formed or established for the purposes of

distributing profit whose objects are wholly or in part similar to those of the Club and which by its constitution prohibits the distribution of its income and property amongst its members;

(i) To do all or any of the things previously authorised either alone or in conjunction with any other club, institution, society or body with which this Club is authorised to amalgamate;

(j) To enter into any formal partnership or consortium arrangements to further the Club's objects;

(k) To open and operate such bank accounts and other financial savings accounts as required in the name of the Club;

(l) To engage such coaches, consultants and advisers as are considered appropriate from time to time and pay fees to such coaches, consultants or advisers as appropriate;

(m) To oppose, or object to, any application or proceedings which may prejudice the Club's interests;

(n) To apply for, purchase or otherwise acquire, and protect and renew in any part of the world any patents, patent rights, brevets d'invention, privileges, concessions and licences, secret processes, trademarks, trade names, brands and copyrights and the like which may seem capable of being used for any of the above objects, and to use, exercise, develop, prolong and grant licences of the same;

(o) To do anything which may be incidental or conducive to the furtherance of any of the Club's objects.

5. In relation to its objectives and aligned to the Equalities Act 2010 the Club will;

(a) Strive to avoid intentional and unintentional discrimination by virtue of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, sex, sexual orientation, religion or belief or any other artificial barrier or prejudice;

(b) Undertake whatever reasonable changes in the Club's activities or facilities which may be necessary in implementing the above.

6. (a) Membership of the Club shall be open to all persons who are interested in helping the Club to achieve its aims and willing to abide by the rules of the Club and the terms and conditions of affiliated and regulatory bodies. The following categories of membership will be recognised by the club:

(i) Fee-paying members

(ii) Affiliated patrons including the following:

Parents or guardians of fee-paying members under 16 years of age, not already covered by (i) above;

Coaches and officials associated with the activities of the club;

Honorary Athletic members (being nominated from those who have won a recognised senior Scottish or British Championship event or been selected to represent GB&NI at senior level, award of Honorary Athletic membership being confirmed and supported by the Executive Committee for the period of athletic involvement with the club only);

Honorary Life Patrons;

Members of the Executive Committee not otherwise included.

(b) Applications for membership shall be made in writing (including electronic form) to the General Secretary.

(c) The Executive Committee shall have the power to refuse membership to an applicant where it is considered such membership would be detrimental to the aims, purposes or activities of the Club.

(d) Any member of the Club may resign his/her membership and any representative of a member of the Club may resign such position by giving to the General Secretary written notice to that effect.

(e) The Executive Committee may recognise different categories of fee-paying members and shall determine the level of fees to be paid by and the rights, privileges and responsibilities attaching to such categories of membership in addition to the rights of fee-paying members provided for in this constitution.

7. Only fee-paying members of the Club as in paragraph 6(a)(i) above, and coaches, officials and Honorary Athletic Members as in paragraph 6(a)(ii) above, shall be recognised as athletes and thereby be entitled to compete in athletic competition wearing Club colours.

8. The annual subscription fee becomes due on 1st October and shall be payable by 31st October or such other date as the Executive Committee shall determine for any particular year. Any member who has not paid prior to, or on the required date

(i) shall be liable for an additional late subscription fee of an amount to be determined annually by the Executive Committee

(ii) shall have their membership suspended; and

(iii) will not be allowed to attend training or to compete on behalf of or in the name of the Club until payment is made or an arrangement to pay acceptable to the Executive Committee is put in place. Failure to comply with the terms of any such arrangement shall have the same effect as non-payment of the annual subscription fee.

Any member who has not paid their subscription before the date of the Annual General Meeting (AGM) will not be entitled to attend and vote at the AGM.

Any member who has not paid within three months of the required date shall cease to be a member but shall remain liable for all their outstanding debts due to the Club.

A new member (which term shall include anyone who was not a member in the preceding year) who joins after the required date may be charged a reduced fee.

- 9.
- (a) The management of the Club shall be vested in an Executive Committee consisting of not fewer than six (6) members and not more than twelve (12) members. The Officer Bearers of the Executive Committee shall be the President, Vice-President, General Secretary, Treasurer and all such other officers the Club shall deem necessary to serve the interest of the Club and its Membership and to represent the Club's training areas. The immediate past President shall be an *ex officio* member of the Executive Committee.
 - (b) The Executive Committee shall meet at least four times each year.
 - (c) All meetings must be minuted and the minutes made available to any member on request within seven days.
 - (d) All members of the Executive Committee shall be given at least seven days' notice of an Executive Committee meeting unless it is deemed an emergency meeting.
 - (e) In the interests of integrity, any conflict of interest in decision making processes must be declared and where appropriate, those making such declarations should neither take part in discussion nor decision making processes in which they have a conflict of interest.
- 10.
- (a) Any money obtained by the Club shall be used only in furtherance of the Club's purposes. None of the Club's assets may be distributed to its membership or otherwise applied (on being wound up or at any other time) except to further its purposes.
 - (b) Any bank accounts opened for the Club shall be in the name of the Club.
 - (c) Any cheque issued shall be signed by at least two of the persons nominated by the executive committee as signatories on the Club bank account with electronic banking managed by the same principle.
 - (d) All cash gathered for Club activities will be banked at the earliest practical opportunity.
 - (e) The Treasurer will keep a proper record of all financial transactions relating to the Club's activities.
 - (f) The Club's financial year will be for the twelve months ending on the last day of September
 - (g) Annually, the Treasurer will prepare an Income and Expenditure Account for the financial year together with a Balance Sheet as at the year-end. The annual accounts and other financial records will be subject to independent examination by a suitable person or organisation appointed at the preceding AGM.
- 11.
- (a) Office bearers and members of the Executive Committee shall be elected by members at the AGM to serve for a period of one year, but they may offer themselves for re-election provided that the President shall not serve more than three consecutive terms. The committee shall include both male and female members.
 - (b) Only fee-paying members and affiliated patrons, as identified in paragraph 6 above, shall be entitled to attend or participate at an AGM or Special General Meeting (SGM).

For fee-paying members under 16 years of age, voting rights are vested in his/her parent or guardian.

(c) Every eligible member shall have one vote at an AGM or SGM. Votes can be cast in person or electronically or by post. Electronic or postal votes should be submitted to the General Secretary no later than 48 hours before the meeting. Members may appoint another member to act as a proxy and to vote on their behalf at an AGM or SGM, provided that the member has informed the General Secretary in writing (including electronically) no later than 48 hours before the meeting of the identity and authority of the proxy.

12. The AGM shall be held in October each year on a date to be fixed by the Executive Committee. Due notice of not less than fourteen days shall be given. Where possible members will be notified personally, otherwise notice will be deemed served by advertising the meetings as widely as reasonably possible. The AGM shall have as its chairman the President of the Club, or in the absence of the President, the Vice-President.

13. The AGM shall :

(a) Receive and consider the annual report of the Club from the President.

(b) Receive and consider the annual financial statement from the Treasurer and auditor's report.

(c) Elect office bearers and Executive Committee members.

(d) Consider and decide upon any proposed alterations or additions to the constitution of the Club, which must have reached the General Secretary, in writing, not later than 15th September.

(e) Appoint an auditor, outwith the office bearers and members of the Executive Committee, to audit the accounts of the Club.

(f) Consider any competent proposal, which must have reached the General Secretary, in writing, not later than 15th September.

(g) Consider any other competent business.

14. A Special General Meeting (SGM) shall be called by the President or General Secretary:

(a) On the instructions of the Executive Committee, or

(b) Within twenty eight days of receipt by the General Secretary of a requisition signed by a minimum of ten members specifying the reason for which an SGM is required and including any proposal or amendment to the constitution which is to be voted on by the SGM.

At least fourteen days' notice must be given of the date, time, place and purpose of the SGM. Where possible members will be notified personally, otherwise notice will be deemed served by advertising the meetings as widely as reasonably possible.

15. Ten members shall form a quorum for an AGM or SGM and four for a meeting of the Executive Committee.

16. Amendments to the constitution of the Club must be approved by two-thirds of the members present at the AGM or SGM before being accepted.

17. All elections and other decisions at an AGM or SGM shall be by simple majority with the chairman having the casting vote as well as a deliberative vote.

18. The Executive Committee shall:

(a) Have as its chairman the President of the Club. In the absence of the President the Vice-President shall act as chairman, and in the absence of both, the members present shall elect a temporary chairman from their number for that meeting.

(b) Permit the chairman a casting vote in addition to a deliberative vote.

(c) Have power to fill any vacancies or co-opt non-voting members to the Executive Committee.

(d) Manage the business of the Club.

(e) Control the finances of the Club.

(f) Appoint each sub-committee as it considers necessary and to determine its power and terms of reference.

(g) Appoint delegates to represent the Club on other bodies and pay the legitimate travelling expenses of such delegates.

(h) Elect such persons as it thinks fit to be Honorary Life Patrons with such obligations, rights or privileges as the committee shall decide.

(i) Approve and be responsible for all matters, financial or otherwise, relating to the welfare of the club.

(j) To refuse to renew the membership of or to suspend or expel from membership or otherwise deal with any member found guilty of:

(i) Infringing the laws of SAL or other bodies to which the Club affiliates;

(ii) Infringing the constitution of the Club; or

(iii) Conduct likely to bring the Club into disrepute or otherwise prejudicial to the interests and objects of the Club;

Provided that the individual member or representative of the member (as the case may be) shall have the right to be heard by the Executive Committee before any final decision is made.

(k) Decide on any matter concerning the welfare of the Club not accounted for in the constitution.

19. No Club expenditure shall be incurred without the prior agreement of two members of the Executive Committee, at least one of whom must be an office bearer of the Club.

20. (a) If two thirds of the Executive Committee decide that it is advisable or necessary to dissolve the Club, it shall call an SGM at a minimum of twenty eight days' notice. If the decision to dissolve the Club is confirmed by a two thirds majority of those present at such SGM, the Executive Committee shall have the power to wind up its affairs and dispose of any remaining assets held by or in the name of the Club.

(b) If, upon the winding up or dissolution of the Club there remains after the satisfaction of all the Club's debts and liabilities, including any expenses incurred in the winding up, any property whatsoever, the same shall be given to some other organisation or organisations having objects (that is aims and activities) similar to the objects of the Club, such organisation or organisations to be determined by the members of the Club at a General meeting at or before the time of the dissolution, and in so far as effect cannot be given to such provision then to some charitable cause.

September 2017