

## Castle Point Joggers CLUB RULES Feb 2023

### Title

1:0 The name of the club is "Castle Point Joggers". Castle Point Joggers will be affiliated to the governing body 'England Athletics'.

### Correspondence Addresses

2:0 Secretary Jane Hopkins, 5 Cherrymeade, Thundersley, Benfleet, Essex, SS7 1UA

Chairman Mike Hopkins 5 Cherrymeade, Thundersley, Benfleet, Essex, SS7 1UA

### Object

3:0 The main purpose of the club is to provide facilities for and to promote participation in the amateur sport of running within the Borough of Castle Point and its surrounding areas.

3:1 The aim of the club is to promote running for sport and pleasure, in all its forms, and to give help and encouragement to all members, irrespective of their ability and to also welcome second claim runners to take part in organised running events. The club encourages runners of all standards, from occasional joggers to competitors of a high standard.

### Management

4:0 The club is managed through a Management Committee of first claim members, consisting of a Chairman, Vice Chairman, Secretary, Treasurer, Social Secretary, Club Captain(s), Media Secretary and any other relevant position, which are elected annually at the AGM.

4:1 All officers are to be elected annually. The Management Committee has the power to fill any vacancy which may arise.

4:2 The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.

4:2 The Management Committee will have the powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

4:3 The Management Committee will be responsible for the 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.

### Membership

5:0 Membership of the club is confined to Amateurs as defined by UK Athletics in the Rules for Competition Handbook. Candidates must apply in writing on a form provided for that purpose and be elected by a majority vote of the committee.

5:1 Members are advised that personal membership data is held on computer records by the Management Committee as detailed in the club Privacy Notice, objections to this must be made to the Secretary.

5:2 The club is open to the whole Community without any discrimination.

5:3 Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

5:4 The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

### Resignation

6:0 A Management Committee member intending to withdraw from the club shall give notice in writing to the Secretary, and their role shall terminate on the notice date, providing that they are not indebted to the club, or on the date that their liability is discharged.

### Subscription

7:0 The Annual subscription of the club will be set by the Management Committee prior to the start of the membership year and will be published on the membership application form. It is payable on election and subsequently on the 31st of March annually.

7:1 The Management Committee shall have the power to expel any member whose subscription is six months in arrears, provided that one month's notice in writing shall be sent to such member

by a registered or recorded letter, addressed to their last known address, informing them of the proposed action of the Management Committee.

7:2 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 their name in a book (to be called "The suspension book") to be kept for that purpose. Every person whose name has been so entered shall be suspended from competing at any meeting held under UK Athletics rules until the liability causing their said expulsion, which shall not exceed one year's subscription, shall have been discharged.

7:3 No member whose subscription is in arrears is eligible to take part in any competition promoted by the club.

7:4 The club will be run as a 'Non-profit making' organisation and provides for its members and their guests

the ordinary benefits of an amateur running club. All surplus income or profits are to be reinvested in the club. No surplus or assets will be distributed to members or third parties.

7:5 The Management Committee to decide the % of any surplus income or profits to be given/donated to the chosen and agreed Charity/Charities.

7:6 Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered Charity or Sport's governing body for use by them in related community sports.

## Finance

8:0 All club monies will be banked in an account held in the name of the club.

8:1 The club Treasurer will be responsible for the finances of the club. The Treasurer will present a statement of annual accounts at the Annual General Meeting.

Annual General Meeting (AGM)

9:0 A general meeting shall be held during the month of November or December each year to receive the Management Committee's report and financial statement, elect officers and deal with any other matter on the agenda. The Secretary must give all members 21 days notice in writing of the AGM. Notice of any business to be placed on the agenda must be given in writing to the secretary at least 7 days before the AGM.

9:1 All first claim members have the right to vote at the AGM.

Special General Meeting (SGM)

10:0 A Special General Meeting must be called by the secretary within 21 days of receipt of a requisition in writing, from the Management Committee or a request signed by at least a quarter of the club membership and stating the business to be brought before the meeting.

10:1 The Secretary shall give at least 7 days notice to every member of the time and place of any Special General Meeting and the business to be dealt with.

Alteration of Rules

11:0 Alterations to the rules may be made at the AGM or SGM. A meeting of the full Management Committee may also amend the rules, provided that intended changes are submitted in writing to all members at least 28 days before they take effect.

Club Events

12:0 Members are expected to assist at club events whenever possible.

Club Colours

13:0 Members should wear club colours when representing the club at racing events.

Trophies

14:0 In the event of any competition organised by the club being discontinued, any annually-awarded trophy/(ies) should be returned to the donor (s) if the conditions attached to it so provide, held in trust or otherwise dealt with as the club decide.

## Conduct, Discipline and Appeals

15:0 Members have the right to train in an environment free from humiliation, or behaviour that creates feelings of unease or distress such as sexist, racist or sectarian language, unwelcome remarks or touching, physical violence or the threat of physical violence. The club is committed to ensuring that equity is incorporated across all aspects of its development.

The club will not permit or condone any form of harassment, abuse, intimidation or bullying, whether at the club, races, via the internet or at any other times. Any member

who commits a serious violation of this policy will be asked to resign from the club, although we accept that sometimes harassment can happen unintentionally and this will be dealt with appropriately.

15:1 All concerns, allegations or reports of poor practice/abuse relating to the welfare of children, young people and vulnerable adults 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 protection concerns.

15:2 All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary or Chairman.

15:3 The Management Committee will meet to hear complaints within 28 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership. The outcome of the 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.

15:4 There will be a right of appeal to the Management Committee within 7 days following the disciplinary action being announced. The Management Committee should consider the appeal within 28 days of the Secretary or Chairman receiving the appeal.