

# ROSSENDALE HARRIERS & AC

## CONSTITUTION AND RULES

Amended February 2010 and April 2022.

### 1. **Name**

The club will be called Rossendale Harriers & Athletic Club and its headquarters shall be at Marl Pits, Newchurch Road, Rawtenstall.

### 2. **Aims and Objectives.**

The aims and objectives of the club will be the further development of Cross Country, Road Running, Fell Running, Track & Field Athletics and other athletic activities. The club will:

- Offer coaching and competitive opportunities.
- Promote the club in the local community.
- Ensure a duty of care to all members.
- Provide all its services in a way that is fair to everyone.
- Ensure that all present and future members receive fair and equal treatment by respecting 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.

### 3 **Membership**

3.1 Membership should consist of 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 conduct that the club has adopted.

3.2 Members will be enrolled in one of the following categories:

- Senior Men and Women (over the age of eighteen)
- Junior and Students
- Social members

3.3 All applications for membership will be made online via Webcollect.

3.4 That any member wishing to resign from the club must follow England Athletics' "Change of Club" process on their Athletics Portal.

### 4 **Membership Fees**

4.1 Membership fees will be set and agreed annually at the Annual General Meeting.

4.2 Subscriptions are due on 1<sup>st</sup> April each year. Members will not receive a membership card or be allowed to take part in any club competition, compete for the club or be allowed to receive any club prize or team prize unless the subscription for the current year has been paid, together with any arrears or any other indebtedness to the club.

4.3 That no member whose subscription is in arrears will be allowed to vote at any meeting.

## **5 Officers and Members of the Management Committee**

5.1 The members of the management committee will be:

- President (ex officio)  
Officers of the Committee (senior members of the committee)
- Chair
- Vice Chair
- Honorary Secretary
- Honorary Treasurer
- Members of the Committee
- Membership Secretary
- Fell Secretary
- Cross Country Secretary
- Track & Field Secretary
- Road Secretary
- Men's Captain
- Ladies Captain
- Two Senior Members
- Coach Coordinator
- Welfare Officer
- Two Junior Members
- Junior Coordinator

5.2 Officers and members will be elected annually at the Annual General Meeting.

5.3 All officers and members will be elected annually but will be eligible for reappointment.

## **6 Committee**

6.1 The club will be managed through the management committee consisting of the officers and members of the club as detailed in 5.1 above.

6.2 The management committee will be convened by the Honorary Secretary and will meet monthly.

6.3 The quorum required for business to be agreed at management committee meetings will be six committee members.

6.4 The management committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

6.5 The management committee will have powers to appoint sub committees as necessary and appoint advisers to the management committee as necessary to fulfil its business.

6.6 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.

## **7 Finance**

7.1 All club monies will be banked in an account held in the name of the club. The Honorary Treasurer will be responsible for the finances of the club.

7.2 A statement of annual accounts will be presented by the Honorary Treasurer at the Annual General Meeting.

## **8 Annual General Meeting**

8.1 The Annual General Meeting (AGM) will be held in the first three months of the year. Notice of the AGM will be given by the Honorary Secretary and will be emailed to all members. Not less than 21 days clear notice to be given to all members.

8.2 The AGM will receive reports from officers of the management committee and a statement of the accounts

8.3 Nominations for officers and members of the management committee to be sent in writing or via email to the Honorary Secretary to be received no less than 7 calendar days prior to the AGM. Nominations will be accepted on the night to vacant posts.

8.4 Election of officers and members is to take place at the AGM.

8.5 All paid up members of the club will have the right to vote at the AGM.

8.6 The quorum for AGMs will be 12 members, 3 of whom will be officers or committee members.

8.7 Any group of 6 paid up members of the club will have the right to call Extraordinary General Meetings (EGMs) outside the AGM. In such cases 14 days notice must be given in writing to the Honorary Secretary together with any motions, proposals, or amendments to the constitution. These will be emailed to members within 5 days of receipt.

## **9 Club Colours**

9.1 The colours of the club are a sky blue top with a navy and white diagonal stripe running from right shoulder to left hip.

9.2 The club crest consists of a Stag with the name "Rossendale Harriers & Athletic Club" embroidered on it.

9.3 All members of the club must wear the top when representing it.

## **10 Organisation of Events etc.**

10.1 The dates of all club events and championships must be brought before the committee so that dates and venues can be discussed before any binding arrangements are made.

10.2 Organisers of events must bring details of proposed events for the approval of the committee before asking firms/organisations or individuals to act as sponsors or give donations.

## **11 Rules of Competition**

11.1 The club will pay team fees but competitors themselves will pay individual entry fees.

## **12 Discipline and Appeals**

12.1 All complaints regarding the behaviour of members should be submitted in writing or email to the Honorary Secretary.

12.2 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 termination of membership.

12.3 The outcome of a disciplinary hearing should be notified in writing or by email to the person who lodged the complaint and to the member who was complained against within 7 days of the hearing.

12.4 There will be a right to appeal to the officers of the management committee following disciplinary action being announced. Any such appeal must be made in writing stating the reason(s) for the appeal to the Honorary Secretary within 14 days of the decision being received. The officers of the management committee should consider the appeal within 14 days of the Honorary Secretary receiving the appeal.

## **13 Dissolution**

13.1 A resolution to dissolve the club can only be passed at an AGM or EGM by a majority vote of the members present.

13.2 In the event of dissolution, any assets of the club that remain will be transferred equally to similar organisations with similar aims to develop further athletic opportunities in the Rossendale Valley.

## **14 Amendments to the Constitution**

14.1 The constitution will only be changed through a majority vote at the AGM.

14.2 Proposed amendments to the constitution must be submitted in writing or by email to the Honorary Secretary not less than 14 calendar days prior to the AGM. These will be emailed to members within 5 days of receipt