

SPARKHILL HARRIERS CONSTITUTION 2017 updated 25.10.24

1. NAME

The Club shall be called "SPARKHILL HARRIERS", (hereinafter called the Club)

2. PURPOSE AND OBJECT

(1) The main purposes of the club are to provide facilities for and to promote participation in the amateur sport of athletics in the southern area of Birmingham. To be achieved by –

(i) Encouraging the development of athletic prowess by the provision of facilities for training, coaching and competition in track, field, road and cross-country events.

(ii) Encouraging the use of such facilities by children aged 9-16 years by the provision of a safe environment.

3. MEMBERSHIP

(1) Conditions:

(i) Any person accepted as a member will be considered an amateur according to the definition of U.K. Athletics which is as follows: "An amateur is a person who is eligible to compete under the Rules of U.K Athletics"

(ii) All prospective members of the Club shall submit a completed application form together with the subscription. Final acceptance is at the discretion of the Executive Committee.

(iii) Any applicant under the age of sixteen years shall be accepted as a member only when his or her application form has been signed by a parent or guardian.

(iv) 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.

(v) The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

(vi) The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. See section 6 below.

(2) Categories:

(i) SENIOR members shall be over 20 years of age on 1st January.

(ii) JUNIOR members shall be under 20 years of age on 1st January.

(iii) YOUNG ATHLETES shall be under 18 years of age on 1st January

(iv) LIFE MEMBERS Life membership is awarded to members for meritorious and exceptionally valuable service to the Club. Life members shall be elected at the Annual General Meeting.

4. MANAGEMENT

The duties and responsibilities of those Members who undertake the management of the Club are defined in:

STANDING ORDERS 2013 1: DUTIES and RESPONSIBILITIES of OFFICERS and Holders of POSTS

(1) PRESIDENT The President shall be elected annually at the Annual General Meeting and may hold office for a maximum of three years.

(2) OFFICERS The Officers of the Club shall consist of:

The Chair of the Executive Committee, who shall be elected annually at the Annual General Meeting, may hold office for a maximum of 5 years.

The Honorary Secretary, who shall be elected annually at the Annual General Meeting, may hold office for a maximum of 5 years.

The Honorary Membership Secretary, who shall be elected annually at the Annual General Meeting, may hold office for a maximum of 5 years.

In the event of there being no applicant or volunteer for any of the above posts on completion of the five-year tenure, the incumbent may be re-elected on an annual basis until a suitable successor is appointed

The Honorary Treasurer who shall be elected annually at the Annual General Meeting.

The Vice-Chair of the Executive Committee is appointed by the Executive Committee and may also hold one of the other Officer Posts.

(3) SUPPLEMENTARY POSTS The following shall be elected at the Annual General Meeting:

The Welfare Co-ordinator

The Coaching Co-ordinator when applicable as decided by the executive committee

The Club Captains

The Junior Captain when applicable as decided by the executive committee

Men's Cross Country and Road Racing Team Manager

Ladies' Cross Country and Road Racing Team Manager

Senior Men's Track and Field Team Manager

Senior Ladies' Track and Field Team Manager

Young Athletes' Track and Field Team Manager

The Club Coaches shall be appointed by the Executive Committee

The Junior Liaison Officer shall be appointed by the Executive Committee

(4) TRUSTEES

Three Trustees shall be elected at the Annual General meeting to act on behalf of the Club.

(5) HONORARY AUDITOR

An Honorary Auditor shall be elected at the Annual General Meeting

(6) ELECTIONS

(i) The President, Trustees, Officers and Holders of Supplementary Posts shall be elected at the Annual General Meeting. They shall retire annually but shall be eligible for re-election in accordance with the provisions of 4 .(1), (2) and (3).

(ii) All Officers and Holders of Supplementary Posts shall be first claim members of the Club and shall be at least eighteen years of age on the date of their election, with the exception of the Junior Captain, where applicable.

(7) COMMITTEES:

(i) EXECUTIVE COMMITTEE

(a) The Executive Committee shall consist of the Officers, who shall be ex-officio members, and four other members who shall be elected at the Annual General Meeting.

(b) All four Elected Members of the Executive Committee shall retire annually but shall be eligible for re-election subject to complying with rule 7. (1) (c)

(c) The Elected Members of the Executive Committee shall be first-claim members of the Club, and shall be at least eighteen years of age on the date of their election.

(d) The Executive Committee shall meet at least 10 times each year

(e) The Officers shall have power to call Special Meetings of the Executive Committee.

(f) At all meetings of the Executive Committee, three members, of whom two shall be Elected Members, shall constitute a quorum.

(g) Should a vacancy occur on the Executive Committee, the Committee shall have power to fill such vacancy until the next Annual General Meeting.

(h) The Executive Committee shall have power to make or amend Standing Orders, to introduce special rules and powers to deal with all matters not provided for in these rules and to make further appointments to the Executive Committee. Such Standing Orders, special rules and powers and appointments can be rescinded at a General Meeting.

(ii) OTHER COMMITTEES

The Executive Committee shall have powers to appoint sub committees, with defined powers, to carry out such tasks as it considers necessary

(8) FINANCES

(1) The Trustees shall act on behalf of the Club in conjunction with the Treasurer, as directed by the Executive Committee.

(2) The accounts shall be audited by the Honorary Auditor.

(3) No funds or property of the Club shall be distributed among, paid to, or loaned to members, except as provided for in Standing Order 5 (1) regarding Club trophies.

(4) The Club is a non-profit-making organisation. All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties

(9) GENERAL MEETINGS:

(i) ANNUAL GENERAL MEETING

(a) The Annual General Meeting shall be held each September, or as soon as possible thereafter.

(b) No member shall be entitled to vote at the Annual General Meeting unless his or her subscription, up to and including the current year, is paid.

(c) Ten paid-up Members, of whom at least six are Senior Members, shall constitute a quorum

(ii) SPECIAL GENERAL MEETINGS

(a) A Special General Meeting shall be called at the instruction of the Executive Committee, or within 28 days of the receipt by the Honorary Secretary of a written requisition made by at least ten senior members. Such requisition shall state the matter it is proposed to bring forward at the meeting, and the Honorary Secretary shall notify all members of such business at least seven days prior to the date of the meeting. No other business shall be brought forward or discussed at such a meeting.

(b) No member shall be entitled to call or to vote at a Special General Meetings unless his or her subscription up, to and including the current year, is paid.

(c) Ten paid-up Members, of whom at least six are Senior Members, shall constitute a quorum

5. EQUAL OPPORTUNITIES and WELFARE POLICY

(1) This Club functions within a policy of equal opportunity and welfare for all members and potential members to prevent any form of discrimination or abuse.

(2) The club is committed to providing a caring, friendly, and safe environment for all of our members so they can participate in an inclusive sport where everyone belongs and can flourish. Please refer to the Club Anti-Bullying Policy.

(3) Complaints and disputes.

All concerns, allegations or reports of malpractice or abuse relating to the welfare of children or vulnerable adults will be recorded and responded to swiftly and appropriately in accordance with the Club's and England Athletics' safeguarding policy and procedures. The Welfare Officer shall be the lead officer for all members in the event of any safeguarding concerns.

6. CONDUCT

(1) All Members are bound by this Constitution and Standing Orders, and by the relevant code(s) of conduct, and any member violating any of these rules or any other rules or regulations prescribed by the Executive Committee, or doing anything likely to bring disgrace upon the Club in any way, may be expelled by a resolution duly proposed, seconded and passed at a Special General Meeting of the Club, which shall be called for that purpose.

(2) Complaints and disputes.

- (i) Any complaints of misconduct (improper or unprofessional conduct) regarding the behaviour of members or officers shall be dealt with by the club in accordance with its discipline and appeals process and must be presented in writing to the Secretary (and

where the matter relates to the secretary, the complaint must be submitted to the Welfare Officer). Unless exceptional circumstances apply, the secretary will hear complaints within fourteen days of receiving a complaint. If the complaint is sufficiently evidenced, the Secretary will appoint 3 (three) Club Members (who have no direct or indirect interest/involvement in the matter) to sit on a disciplinary panel. Subject to rule 3 below, a decision of the disciplinary panel shall be final and conclusive.

- (ii) Any appeals must be received by the Secretary within 7 (seven) days of receiving the written decision and, if appropriate, the appeals process will be followed.
- (iii) Any complaints of serious misconduct (including, without limitation, theft, doping violations, fraud, physical violence, safeguarding policy breaches, serious breach of applicable health and safety, gambling and/or ticketing regulations or any act or omission of the Member or Officer which in the opinion of England Athletics, acting reasonably, brings or is likely to bring the sport of athletics into disrepute) regarding the behaviour of Members or Officers shall be reported and dealt with by England Athletics in accordance with its Disciplinary Procedures.
- (iv) If a dispute arises between any Members or Officers of the Club about the validity or propriety of anything done by any Member or Officer under these rules and the dispute cannot be resolved by agreement, the parties to the dispute must first try in good faith to settle the dispute by mediation before resorting to litigation.

7. ALTERATIONS This Constitution may only be altered at a properly constituted General Meeting by means of a resolution receiving a two-thirds majority of votes cast by eligible members.

8. DISSOLUTION

(1) Dissolution may only be achieved at a properly constituted General Meeting by means of a resolution receiving a two-thirds majority of votes cast by eligible members.

(2) 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.