

# Portsmouth Joggers Club Constitution and Rules

May 2007

## Constitution

### 1. Name and Address

The Club shall be called Portsmouth Joggers Club. The address of the club shall be c/o the Secretary.

### 2. Objectives

The objectives of the Club shall be.

- a) to provide a medium through which people of all abilities may be introduced to jogging and light exercise as a means of improving their general fitness in an enjoyable atmosphere, regardless of whether they have taken part in any sport before.
- b) to enable people to take part in such exercise according to their abilities and requirements and to offer appropriate advice and guidance in providing for these needs.
- c) to encourage all members to respect the rights, opinions, dignity and worth of every person and to treat everyone equally, without discrimination in any form.
- d) to encourage and support those members who wish to take part in competitive events, across all levels of ability. To endeavour to enter teams in a range of local and national events and club races on both road and cross country and to fully support those members wishing to take part in such events.
- e) to raise money for the purpose of promoting the aims and objectives of the Club
- f) to arrange social activities for the Club
- g) to be committed to health and safety.

### 3. Membership

- a) Membership shall be open to all people over the age of 18. The committee may vary this rule to accept members under the age of 18 provided the Club can meet any legal or health and safety issues relating to Young and Vulnerable persons.
- b) Honorary / Life membership may be granted on the recommendation of the Committee by a vote of the members at the Annual General Meeting.

### 4. Management

- a) The management of the Club is vested in a committee normally consisting of twelve members, all of whom are elected by secret ballot at the Annual General Meeting organised by the committee. (See Rule 2e). All committee members will retire each year but will be eligible for re-appointment
- b) The following Officers shall be elected specifically from the Committee at the Annual General Meeting.  
  
Chairperson  
Vice Chairperson  
Secretary  
Treasurer
- c) Seven members of the Committee shall form a quorum.
- d) Each person of the committee shall have one vote, but in the event of a tie, the Chairperson shall have the deciding vote.
- e) the Committee shall have the power to invite any person to discuss items of interest.

- f) the Management Committee may form Sub-Committees and co-opt members
- g) The Committee shall appoint auditors for the club accounts and the audited accounts are to be presented at the Annual General Meeting
- h) The Committee may at their discretion donate to charitable organisations from time to time.
- i) the Club will appoint a welfare officer or officers.

#### 5. Dissolution

If the Committee shall at any time recommend the Portsmouth Joggers Club shall be dissolved, an Extraordinary General Meeting of the Club shall be convened to consider this recommendation.( see item 10 ). If this recommendation is endorsed then the Club shall thereupon dissolve. Assets remaining to the credit of the Club shall be disposed of in a manner determined at the Extraordinary General Meeting following the recommendation of the Committee.

#### 6. Subscription

- a) The annual subscription of the Club shall be as determined by the Committee and announced at least Twenty one days prior to the Annual General Meeting.
- b) The provision of facilities for members at the recognised meeting place of the Club may require funding, and the Committee shall be empowered to negotiate any fee.
- c) The onus of renewal of membership will rest with the individual member and individual reminders will not be issued, although a monthly reminder list may be displayed for the benefit of members.
- d) The Committee shall have the power to expel any member provided one months notice in writing shall have been sent to such member by registered or recorded delivery letter, addressed to his/her last known address, informing him/her of the proposed action of the committee. Reasons for expelling can be (but not all inclusive):

Bringing the Club into disrepute  
Arrears of membership of more than 6 months  
Intimidation or Harassment of another club member  
Breach of Health and Safety

- e) Members so expelled shall have the right of appeal to an Extraordinary General Meeting of the club.
- f) In the event of the subscription being six months in arrears and the notice given under (d) above , the name and address of any person so expelled from the Club shall be sent to the Secretary of the appropriate Athletics Association, who shall enter their name in a book ( to be called the Black Book ) kept for that purpose. Every person whose name has been so entered in a black book, shall be suspended from competing at any meeting held under British Athletic Association Laws, until the liability causing the said expulsion which shall not exceed one years subscription, shall have been discharged.
- g) Members resigning to transfer first claim club must give notice of resignation in writing to the secretary, together with the Hardship Exemption form prescribed by the British Athletic Federation , unless he/she is financially indebted to the Club. In which case , the Committee may withhold acceptance of the resignation until the liability has been discharged.

#### 7. Club Colours

- a) These will be Royal Blue vests with a white hoop. Any change of design of the Club kit and insignia will be decided at an Annual General Meeting and registered with the appropriate Athletics Association.
- b) In appropriate circumstances, county, area or national colours can be worn, e.g.; if the athlete is representing that particular body.

#### 8. Affiliation

The Committee shall ensure affiliation to appropriate bodies to enable members to participate in events governed by those bodies.

9. Annual General Meeting

- a) A general meeting shall be held annually to receive the Committees reports and financial statements, elect officers and Committee, and deal with any other matters specified on the agenda.
- b) The secretary must give, in writing, every member at least twenty one days notice of the meeting and notice of any business which is desired to be placed on the agenda must be given in writing to the Secretary at least 14 days prior to the meeting. The Agenda must be posted on all Club notice Boards at least 7 days prior to the meeting.
- c) Only paid up/life/honorary members may attend the Annual General Meeting unless specifically invited by the Committee.

10. Extraordinary General Meeting

The committee shall convene an Extraordinary General Meeting at any time by order of the Committee or upon receipt of a requisition supporting the same reason, signed by no fewer than ten paid up members of the Club. Fourteen days notice of an Extraordinary General Meeting, resolutions and business to be discussed, shall be given to all members in writing. No other business shall be transacted.

11. Club coaches and group leaders

There shall be groups whose primary responsibility will be to determine the exercises and schedules the joggers undertake and those groups shall consist of the principle jogging group leaders under the direction of a Co-ordinator.

12. Announcements

Announcements made in the club newsletter, Club website and posted on the Club notice board shall be deemed to be sufficient to meet the requirements of announcing club business.

Rules.

1. Membership

- a) Membership of the Club is in accordance with the rules of the appropriate Athletics Association
- b) A candidate for membership must apply in writing on a form provided for the purpose, together with the annual subscription.

2. Voting Procedures

- a) Candidates for the Committee must be both nominated and seconded by paid up members. All nomination papers must be received by the Secretary at least fourteen days before the date of the Annual General Meeting
- b) The list of Nominated candidates must be published on the Club notice board at least seven days before the Annual General Meeting.
- c) Only paid up / Life / Honorary members may vote at the AGM
- d) Those members unable to attend the Annual General Meeting may apply in writing to the Secretary for a postal ballot, not less than seven days prior to the meeting.
- e) In the event of there being the same or fewer nominations than places on the Committee, no voting shall be necessary. This being at the discretion of the members present at the Annual General Meeting

3. Miscellaneous

- a) No alterations to the constitution or rules shall be made except at an Annual General Meeting or an Extraordinary General Meeting called for that purpose.
- b) Decisions made at all meetings shall be by simple majority.