

Chorley Cycling Club Constitution

1. NAME

- 1.1 The name of the club shall be: Chorley Cycling Club.
- 1.2 This name shall also be registered with the appropriate governing bodies of cycling sport.
- 1.3 Where necessary, the name may be abbreviated to CCC.
- 1.4 In the following items the club means Chorley Cycling Club.

2. OBJECT OF THE CLUB

- 2.1 The object of the Club shall be to foster interest in and to encourage participation in, both competitive and non-competitive cycling.
- 2.2 To promote the club and cycling within the local community and beyond.
- 2.3 To ensure a duty of care to all members of the club.
- 2.4 To provide all its services in a way that is fair to everyone.
- 2.5 To ensure that all present and future members receive fair and equal treatment.

3. MEMBERSHIP

- 3.1 Membership to consist of 'committee members' and 'members' of the club.
- 3.2 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.
- 3.3 Members will be enrolled in one of the following categories:
 - Senior member
 - Junior member
 - Second claim member
 - Honorary member
 - Associate member
- 3.4 Each member will receive a membership card. By accepting, the member agrees to this constitution and the club rules. The card should be carried and available to view by any committee member at all CCC events. The Club reserves the right to refuse participation in any event should a membership card not be made available for checking.
- 3.5 Membership fees will be set by the committee by 1st October for the following year.
- 3.6 Annual membership runs from 1st January until 31st December. Any member that has not renewed by 31st December may have to re-apply to become a member.

4. COMMITTEE

4.1 The club will be managed by the committee, appointed by the members.

4.2 The committee shall consist of, but not exclusively:

- Chair
- Secretary
- Treasurer
- Membership Secretary

4.3 The committee shall meet no less than 4 times a year.

4.4 A meeting shall consist of no less than 50% of the committee.

4.5 All decisions will be put to vote where a majority will prevail.

4.6 Any other official or delegate found necessary shall be elected by the committee during the year but will not serve on the committee unless voted to do so.

4.7 The committee will administer the clubs website and social media.

4.8 Any committee member absent from two consecutive meetings without offering reasonable excuse shall be deemed to have resigned and the committee may fill the vacancy from within.

4.9 The committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/ constitution. The committee will be responsible for taking any action of suspension or discipline following such hearings. All hearings will be held in accordance with British Cycling regulations.

5. FINANCE

5.1 All club monies will be banked in an account held in the name of the club.

5.2 The Club Treasurer will be responsible for the finances of the club.

5.3 An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

6. ANNUAL GENERAL MEETINGS

6.1 Notice of the Annual General Meeting (AGM) will be given by the Club Secretary via e-mail, club forum or through official social media. Not less than 21 clear days' notice to be given to all members.

6.2 Election of the committee is to take place at the AGM.

6.3 All senior & honorary members have the right to vote at the AGM. Juniors 12+ years old to have opportunity to vote on 'appropriate' matters.

6.4 The committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

6.5 Ten percent or more of the total membership is required for an EGM to be called by members not on the committee.

7. DISCIPLINE AND APPEALS

7.1 All complaints should be submitted by email to the Secretary.

7.2 The committee will meet to hear complaints within 31 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

7.3 The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and where necessary the member against whom the complaint was made within 7 days of the hearing.

7.4 There will be the right to appeal to the committee following disciplinary action being announced. Any appeal must be received in writing within 14 days with the reasons stated. A second subcommittee of 3 or more should consider the appeal within 21 days of the Secretary receiving the appeal.

8. DISSOLUTION

8.1 A resolution to dissolve the club can only be passed at an AGM or EGM through a vote of three quarters of the members present.

8.2 The committee will be responsible for the orderly winding up of the Club's affairs.

8.3 After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to another Club with similar sports purposes and/or a nominated charity.

9. AMENDMENTS

9.1 Amendments to the constitution can only be agreed at an AGM or EGM by a majority vote of members present.

10. DECLARATION

10.1 Chorley Cycling Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.