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## MILTON KEYNES DISTANCE PROJECT

### CONSTITUTION

#### 1. Name

The name of the organisation shall be "Milton Keynes Distance Project". Hereinafter called "The Club".

#### 2. Aims & Objectives

The Aims & Objectives of The Club shall be:-

- a) to offer coaching and competitive opportunities in the full range of track, cross-country, race walking, trail running, road running & racing and fell & hill running;
- b) to ensure a duty of care to all members of The Club;
- c) to provide all its services in a way that is fair to everyone;
- &
- d) generally to foster and promote middle distance running as a voluntary amateur non-profit making organisation.
- e) To provide facilities for and to promote participation in the amateur sport of athletics in Milton Keynes area.
- f) The aims and objectives of the Club will be:
  - To offer coaching and competitive opportunities in amateur athletics
  - To promote amateur athletics within the local community
  - To manage the club
  - To ensure a duty of care to all members of the Club
  - To provide all its services in a way that is fair to everyone
  - To ensure the observance of the laws and rules for competition applicable to England Athletics

#### 3. Club Equity Statement

The Club will be committed to ensuring that equity is incorporated across all aspects of its development. In doing so the Club will acknowledge and adopt the following Sport England definition of sports equity:

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***Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.***

- The Club will respect the rights, dignity and worth of every person regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status
- The Club will be committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- All Club members will have a responsibility to oppose discriminatory behaviour and promote equality of opportunity
- The Club will deal with any incidence of discriminatory behaviour seriously, according to Club disciplinary procedures.

#### **4. Welfare Policy**

The Club will be committed to a rigorous Child Protection Policy in line with the requirements of England Athletics. This policy will include taking reasonable steps to check the suitability of any adult actively involved with the Club as deemed necessary by the Management Committee.

#### **5. Management**

The management of the club shall be vested in the following (hereinafter called the “Management Committee”):-

The Officers:

- Chairman
- Secretary
- Treasurer
- Club Welfare Officer
- DBS Verifier
- Membership Secretary
- Coaching Coordinator
- Athlete representative male
- Athlete representative female

Officers shall be elected annually at the AGM and shall be at least 16 years old.

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All officers shall retire each year but shall be eligible for re-appointment.

Not more than ten persons appointed at the AGM or co-opted by the Management Committee during the year preferably to cover all affiliated disciplines will serve on the Management Committee.

The number of members of the management committee for a quorum shall be five.

## **6. Membership**

Membership of the club shall be open to any amateur male or female of a minimum age agreed by the management committee (normally 10 years) and shall consist of officers and members of The Club.

No person shall be denied membership on the grounds of race, ethnic origin, creed, colour, age, disability, sex, occupation, sexual orientation, religion, political or other beliefs.

Members shall be enrolled in one of the following categories: Senior Member and Junior Member.

- Senior Member. These comprise members over the age of 18.
- Junior Member. These comprise members over the age of 10 and under the age of 18.

All members shall be subject to the regulations of the constitution and by joining The Club shall be deemed to accept the regulations and codes of conduct and policies that The Club has adopted.

Membership commences when an application has been approved and the annual subscription has been paid, which is due on the 1<sup>st</sup> January.

The applicant, upon being accepted as a member, shall abide by all the rules, codes of conduct and policies of The Club and be termed an amateur as defined under UK Athletics Rules.

## **7. Discipline and Appeals**

- a) All complaints regarding the behaviour of members should be submitted in writing to the Club Welfare Officer.
- b) Any member guilty of misconduct, that is behaviour contrary to the constitution, codes of practice and policies or to the best interests of The Club, may be expelled from the club by a majority decision of the Management Committee.
- c) Any person expelled shall have the right to appeal to a Management Committee meeting called at his or her request not later than two weeks after the date of expulsion.



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## 8. Membership Fee

Each club member shall pay an annual fee which shall be decided by the management committee prior to the Annual General Meeting.

- a. Part of that fee will be sent to England Athletics (EA) to cover the registration of the club members with that organisation. EA will issue a membership number, which will be void unless the subscriptions are renewed each year on 1 January.
- b. Any new member whose application to join the club is dated after 1 July shall be entitled to pay reduced subscriptions for that part year only. The full subscription becomes payable by the 1 January in the year immediately following the application to join the club.

## 9. Powers of the Management Committee

The Management Committee shall have the power to:

- a) Control the finances of The Club and appoint an Auditor who is not a Club member to verify the annual accounts.
- b) Appoint Sub Committees.
- c) Deal with all matters relating to membership and competitions.
- d) Call annual and extraordinary general meetings.
- e) Discipline or exclude from further membership any member felt to be contravening the aim & objectives of The Club.
- f) Make proposals to a general meeting for the alteration of the constitution.
- g) Agree membership fees for the ensuing twelve months.
- h) Make proposals to the annual general meeting for changes aimed at improving the standards of the runners within the club in any discipline.
- i) Have the power to elect replacement officers to sit on the committee in the event of vacancies occurring as a result of resignations or because positions were not filled at the AGM.
- j) Appoint representatives to other bodies.
- k) Generally act in the best interest of The Club in any matter in the furtherance of the Aims & Objectives of The Club.

## 10. Finance

- a) All funds of the club shall be applied towards the furtherance of The Club and its objectives. In the event of dissolution, any funds or property remaining shall be devoted to objects similar to those of the club in accordance UK Athletics Rules. In the event of amalgamation with another Club registered with England Athletics the funds will be passed to that Club.



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- b) The management committee shall cause accounts to be kept of all sums of money received and expended by The Club and the assets and liabilities of The Club, and the Treasurer shall annually present to the annual general meeting fully accounts made up to a date not earlier than the final day of the previous year.
- c) All club monies shall be banked in an account held in the name of The Club.
- d) The Club Treasurer shall be responsible for the finances of the club.
- e) Any payment drawn against club funds must be approved by the Treasurer and either the Chairman or Secretary.

## **11. General Meetings**

At least once in every calendar year there shall be held an annual general meeting at such time and place as may be determined by the Management Committee, but not more than fifteen months shall elapse between the dates of the two successive meetings.

An extraordinary meeting shall be convened:-

- 1. At the resolution of the Management Committee.
- 2. Notice being given in writing to the club secretary by not less than 20 voting members, not less than 35 days prior to any meeting, stating the business to be dealt with at such a meeting.

## **12. Notice of General Meetings**

Not less than twenty-one day's notice shall be given to each member who has paid the annual subscription for that year.

The notice will be placed on the club's website and be on display at the track.

Such notice shall specify the place, day, hour and nature of the business of such meeting.

Only paid up members, twelve years and over on the day of the meeting will be entitled to vote on any matter at the meeting.

A new member or member re-joining the club will be entitled to vote at a general meeting providing that their subscription was received six weeks before the date of the meeting.

## **13. Proceedings at General Meetings**

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The business of the general meeting shall be:-

- a) To receive and consider the report of the Management Committee and the audited accounts.
- b) To elect the management committee.
- c) To consider any proposed alterations to the constitution.
- d) To agree upon membership fees.
- e) To transact any business of which 14 day's notice is given in writing to the Management Committee via the Club Secretary.

The business of any other general meeting shall be confined to that business of which the required notice has been given to the management committee and to members.

#### **14. Votes at General Meeting**

- a) Each qualifying member and any elected officer shall be entitled to one vote per resolution. Postal votes will be allowed and anyone wishing to make use of this facility should apply to the Club Secretary enclosing a S.A.E. Postal votes can only refer to the Notified Business of the meeting.
- b) The Chairman will determine the method of voting for election of the Management Committee.
- c) Any amendments of the constitution or resolution to wind up The Club shall require a majority of not less than two thirds of those present and voting on the matter and who do so in favour of the resolution.
- d) Any other proper business of the meeting shall be decided by a majority of those voting.
- e) The number of voting members to form a quorum at the general meeting shall be twenty.

#### **15. Colours**

The Club colours will be a black vest with gold splashes. In the top right corner of the vest will be the MKDP name and logo.

Members will be required to wear Club colours in team events, and to abide by the England Athletics and competition dress rules for Championship events.

#### **16. General**

The Chair of any meeting of the Club or committee meeting or sub-committee meeting will have the casting vote.

If deemed necessary, the Management Committee will be entitled to impose a match fee on members competing in an event for which the Club is officially entered. Such fees are to be paid on the day of the event to the relevant authorised Club official.

Any Club member who damages equipment or property through misuse may be required to pay part or the whole of the cost of such damage.



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The Constitution will be binding on all members of the Club, but no rule which contravenes the laws and rules of England Athletics is valid.

The Management Committee will be empowered to decide any question as to the interpretation of the Constitution and to deal with any matter not specifically provided for therein.

The Constitution may only be changed through agreement by majority vote at the AGM or an EGM.

#### 17. Dissolution

A resolution to dissolve the Club can only be passed at the AGM or an EGM through a majority vote of the membership in attendance.

In the event of the Club being dissolved and after discharging all debts and liabilities, the remaining assets will not be paid or distributed among the members, but will be given or transferred to another registered community Amateur Sports Club, a registered charity or the sport's governing body for use by them in related community sports.

#### 18. Declaration

Milton Keynes Distance Project hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

Signed: *JT Bennett*

Date: 8<sup>th</sup> March 2017

Name: Jim Bennett

Position: Chair

Signed: *K Bennett*

Date: 8<sup>th</sup> march 2017

Name: Kyle Bennett

Position: Secretary

This constitution was adopted by The Club on 8<sup>th</sup> March 2017.