

TITLE

Rule 1: The name of the Club is Ashford & District Road Running Club ('The Club').

HEADQUARTERS

Rule 2: The Headquarters of the Club is Sandyacres, Sandyhurst Lane, Ashford, Kent or as may be determined from time to time.

OBJECT

Rule 3: The object of the Club is the promotion of community participation in Amateur Athletics through Road Running, Cross Country Running and similar activities within and around the area known as 'The Borough of Ashford' in the County of Kent.

MANAGEMENT

Rule 4a: The Management of the Club is vested in a Committee of Club Members consisting of a Chairperson, Vice-Chairperson, Honorary Secretary, Honorary Treasurer, Men's Captain, Ladies Captain, Nominated Coach and Secretaries for Social, Records, Membership and Kit ('The Committee'). In addition the Committee may, at its discretion, elect a further four Club Members to the Committee each of whom shall have full voting rights, to serve until the end of the next AGM. Five shall form a quorum. The Committee has the power to fill any vacancy which may arise.

Rule 4b: The Vice-Chairperson automatically becomes the Chairperson upon the latter either resigning from his/her position or by de-selection by the Membership. A Committee Member may serve in more than one position on the Committee during the Club year subject to there being no nominations for the position in question at the AGM. Regardless of the number of Committee positions held by a Committee Member he/she shall only have a single vote upon matters requiring such a vote.

Rule 4c: The Nominated Coach shall be a Member of the Coaching Committee and shall be the Coach nominated for the time being by the Coaches to attend Committee Meetings for and on their behalf.

MEMBERSHIP

Rule 5: Membership of the Club is open to anyone regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs all of whom must be Amateurs as defined by UK Athletics Rules.

A candidate for Membership must apply in writing on a form provided for the purpose, be proposed by one Member, seconded by another Member and be elected by ballot at the next ensuing Committee Meeting.

RESIGNATION

Rule 6: A Member intending to withdraw from the Club shall give notice in writing to the Honorary Secretary. His/her Membership terminates on the date of that notice unless he/she is financially indebted to the Club, in which case the Committee shall withhold acceptance of the resignation and deny Membership privileges to him/her until he/she has discharged his/her liability. Subject to the implementation of UK Athletics Rules 3(9), 4(8) & 5. The date of resignation shall then be the date on which the debt is discharged.

A Member not having tendered his/her resignation prior to March 31st shall be liable for the ensuing year's subscription.

SUBSCRIPTION

Rule 7: The current Annual Subscription to the Club is £32.00 for a Full Member, £17.00 for an Additional Full Member and £11.00 for an Additional Family Member payable on election and subsequently on 1st April in each year. The terms 'Additional Full Member' and 'Additional Family Member' shall refer to immediate family only and additionally the term 'Additional Family Member' shall refer to persons under 18 years of age.

Non competing Members to pay a reduced subscription of £23.00 per annum.

All family members must be living at the same address when membership is applied for.

Any subscription changes will be proposed at a General Meeting. However The Committee reserve the right to require the Club's Members to pay, upon request, any increase in costs that may arise as a result of the Club's use of Sandyacres.

Fees payable shall be reduced on a quarterly basis for new Members joining during the year.

The Committee shall, after sending a reminder to the Member, to his/her last known address, deny Membership privileges to any Member whose annual subscription is not paid by 1st July of any Club year. Membership of the Club does not terminate until the fulfilment of Rule 6.

Any Member whose annual subscription is in arrears on 1st May of any Club year shall be denied the right to have any race times recorded within the Official Club Records and

the chance of obtaining Club Trophies with those times. If the Member subsequently pays their annual subscription only times recorded after the payment date will be entered into the Official Club Records.

ANNUAL GENERAL MEETING

Rule 8: An Annual General Meeting shall be held within the 8 week period prior to the end of the Membership year to receive the Committee's report and financial statement, elect an Auditor of Accounts, elect a Committee and deal with any other matter specified on the agenda. The Honorary Secretary must give every Member 21 days notice of the Meeting, and notice of any business which it is desired to place on the agenda must be given in writing to the Honorary Secretary at least 14 days prior to the Meeting.

The Committee thus elected shall remain in service, except as provided for elsewhere in these Rules, until the next AGM.

SPECIAL GENERAL MEETING

Rule 9: A Special General Meeting shall be called at the instruction of the Committee or within 14 days of receipt by the Honorary Secretary of a requisition in writing signed by Members (ten) of the Club, stating the business to be brought before such a Meeting. The Honorary Secretary must give every Member 21 days notice of the meeting along with the purpose for which the meeting has been called.

ALTERATION TO RULES

Rule 10: No alteration or addition may be made to the Rules except by an Annual General Meeting or a Special General Meeting called for the purpose. Notice of any proposed amendment must be given as provided in Rule 8 & 9. Changes to the Rules that would jeopardise the Club's status as a Community Amateur Sports Club (CASC) as first provided for by the Finance Act 2002 shall not be considered.

MONTHLY COMMITTEE MEETING

Rule 11: The Honorary Secretary shall give at least 7 days notice of the time and place of any Monthly Committee Meeting and the business to be dealt with. No other business shall be dealt with at any such meeting. Any Member has the right to attend the Monthly Committee Meeting and may, on invitation, comment on any issue discussed during the meeting. The Member shall not have any voting rights on issues raised at the Meeting.

Whenever a Committee Member has a personal interest in a matter to be discussed he/she must declare that interest, withdraw from that part of the meeting (unless asked to

stay), not be counted in the quorum for that part of the agenda and withdraw during the vote and be denied any vote on that particular matter.

The Chair of the meeting shall not have the casting vote.

CLUB COLOURS

Rule 12: The Club colours shall consist of a Turquoise vest with Club badge and black shorts. Alternative colours consisting of a White vest with Club badge and black shorts may also be worn providing that all the participants in a team event wear the same strip.

FUND AND PROPERTY

Rule 13: The whole funds and property of the Club shall be vested in the Chairperson, Honorary Secretary and Honorary Treasurer ('The Executive') for the time as trustees for and on behalf of the Club. All monies of the Club shall be deposited at any financial institution found suitable to the Executive. All cheques must be signed by the Honorary Treasurer and either the Chairperson or Honorary Secretary.

a) The property and funds of the Club shall not be used for the direct or indirect private benefit of the Members other than reasonably allowed for by these Rules. All surplus income or profit shall be reinvested in the Club.

b) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away match expenses, post match refreshments and other ordinary benefits of a Community Amateur Sports Club as provided for in the Finance Act 2002.

c) The Club may also in connection with the sports purposes of the Club:

1. Sell and supply food, drink and related sports clothing and equipment.
2. Employ Members (though not for representing the Club) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present.
3. Pay for reasonable hospitality for visiting teams and guests.
4. Indemnify the Committee and Members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

d) The Committee shall have due regard to the law on disability discrimination and child protection.

MISDEMEANORS

Rule 14: Any Member whose behaviour is considered unsatisfactory by a majority vote of the Committee and is minuted as such shall be given a written warning. Any subsequent warning, being considered by the Committee, to the same Member will result in that Member appearing before the Committee for a full explanation of the Member's actions. The appearance of a Member before the Committee may result in expulsion from the Club.

LOSS AND DAMAGE

Rule 15: The Club accepts no liability for loss or damage caused to Members personal property. A Member causing loss or damage to Club or Clubhouse property, equipment or fittings will be responsible for it's repair or replacement.

COACH FARES

Rule 16: A Member who books a seat on a Club organised coach and subsequently does not travel, shall be asked to reimburse the Club for the loss of fare.

CLUB RECORDS

Rule 17: Members claiming Club records must have worn Club colours, unless otherwise authorised, made a Club entry and entered a SEAA permit event, or equivalent, or, if running abroad, one held under the Rules and Regulations of that Country's controlling body. The claim must be supported by an officially published results sheet or a time recorded by a Club Member not participating in the event for which the time has been recorded.

PRESIDENT

Rule 18: The President of the Club shall be a fully paid up Member and be elected to office by the majority vote of the Membership at the Club's AGM. The Presidents' term of office shall ensue for a period of three years or until he/she ceases to be a Member of the Club, is denied Membership privileges, or shall express a wish to stand down.

VICE-PRESIDENTS

Rule 19: In order for any individual, Member or not, to stand for nomination the proposer shall clearly demonstrate, by means of a written report, to the Committee that the individual has shown outstanding commitment to the Club and its objectives.

Election to the post of Honorary Vice-President shall be by the majority vote of the Membership at the AGM after consideration has been given to the proposer's report and it has been seconded by the majority vote of the Committee. Subject to a show of hands, by the Membership, at the AGM the post holder shall continue in office for the ensuing year.

LONDON MARATHON

Rule 20: Qualification for entry into the annual draw for the guaranteed entries which may from time to time be awarded to the Club shall be as follows:

a) The Member shall have entered the current years event and have received a rejection slip. The rejection slip shall be handed to the Records Secretary prior to the draw taking place.

b) The Member shall have been a fully paid up Member of the Club since 1st July in the running year of the draw.

c) Members who were successful in obtaining a place in the previous years race shall not be eligible for the current years draw.

d) The annual draw shall nominate members equal to the number of guaranteed entries made available to the club. Members who are successful in the club draw but have to defer for reason of illness or injury may apply for deferral through the usual London Marathon process. No reserve runners will be allocated for London Marathon draw.

e) Entry into the Club Draw will only be permitted if the Club Member has made a contribution to the Club in the year of the Marathon Draw, by:

1. Taking part in the planning of the Club's Annual 10k Race, or Marathon.
2. Marshalling at the Club's 10k Race or Marathon, either on the course or at Race HQ.

f) Member must be first claim only

Special dispensation may be made for illness or another valid reason, to be given to the Chairperson at the time of application.

CLUB TROPHIES

Rule 21: Qualifications for the award of Club trophies shall be as follows:

a) The Member shall have been a fully paid up Member of the Club since 1st July of the running year for the award being made.

b) The Member shall be a first claim Member of the Club.

c) For the Club to record race results the Member shall have entered the event in the Club's name, have worn Club, County or International colours during the event and have competed in an event held under the jurisdiction of UK Athletics, the IAAF or the host countries ruling body for such events. Off road events, except for the cross country award, shall not be eligible for trophies.

d) The Member shall when changing age categories abandon his/her previous times, including PB's, and establish new ones for his/her new category.

e) The Member shall only be eligible for a trophy in the age category he/she is in on 31st March in the current year. The Committee shall, however, retain the right of discretion.

f) The criteria detailed in Appendix 'A' shall apply.

g) Should a Member be awarded the same trophy for 3 consecutive years then he/she shall retain the trophy.

WINDING UP

Rule 22: The Members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.

The Committee shall then be responsible for the orderly winding up of the Club's affairs.

After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:

a) To another Club with similar sports purposes which is a registered charity and/or,

b) To another Club with similar sports purposes which is a registered CASC and/or,

c) To the Club's governing body for use by them for related community sports.

VOTING

Rule 23: Except as provided for elsewhere within these Rules all matters requiring a vote shall be decided by a simple majority of the votes cast on a show of hands.

In the event of multiple members nominated for the same position, a secret ballot will be completed to achieve a decision with simple majority..

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