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**NiceTri Triathlon Club Constitution**

V3 04 Apr 2024

1. The Club shall be called "NiceTri, St Neots Tri Club", hereafter to be referred to as the Club and shall be affiliated to the appropriate local, area and national sporting associations as required.

1.2 The Junior section of the club shall be known as “ NiceTri Juniors” or “NTJ” but for purposes of British triathlon shall be a component of the club.

**Objectives**

1. To foster and promote the sport of Triathlon at all ages, levels, providing opportunities for recreation and competition.

**Membership**

3. Membership of the Club shall be open to any person completing a membership application form, receiving approval from the Committee, and paying the relevant subscription/joining fee as approved by the Annual General Meeting of the Club members. The subscription year is May 1st to April 30th.

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.

3.1 There shall be three classes of membership available - These are:

* Senior Membership – open to all persons aged 18 years and older
* Family/Associate Membership – open to all persons aged 18 or over as a non training social member
* Senior citizen/Student membership for seniors over 65 and students in full time education.
* Junior Member – open to all persons aged 0 to 18 years old but only training available to those in line with coach active sessions from 6.

3.2 Membership fees will be set annually and agreed by the management committee or determined at the AGM. Fees will be paid annually.

3.3 Junior Membership fees to be set above £0 need agreement from Junior sub-committee.

**Officers**

4. The executive officers of the club shall be as follows

* Chairperson
* Secretary
* Treasurer
* Vice Chair
* Club Welfare Officer

**Election of Officers**

5. All officers shall be elected at the Annual General Meeting of the club, from and by the senior members of the club.

5.1 All officers are elected for a period of one year but may be re-elected to the same office or another office the following year.

**General Committee**

6. The affairs of the club shall be controlled by a General Committee comprising of the Executive Officers of the club, and up to six other members elected from, and by, the senior members of the club. The General Committee shall meet at agreed intervals and not less than twice per year.

6.1 The duties of the general committee shall be

* To control the affairs of the club on behalf of the members
* To approve membership of the club
* To keep accurate accounts of the finances of the club through the Treasurer. These should be available for reasonable inspection by members and should be audited before every Annual General Meeting. The club's financial year shall run from March 1st to February 28/29th. The club shall maintain a bank account and any two Executive Officers shall be authorised to sign club cheques.
* To co-opt additional members to the Committee as the Committee feels is necessary. Co-opted members shall not be entitled to a vote on the Committee.
* To fill any vacancy which may occur in the Executive Officers or General Committee.
* To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote. A quorum shall be four, of which two must be Executive Officers.
* To appoint sub-committees for the purpose of organising races, social events or other activities. The financial responsibility for such sub committees will be maintained by the full committee.
* To Ensure that the permanent junior sub committee as fulfilled all British Triathlon requirements.

**Junior Sub-Committee**

7. The affairs of the junior coaching sessions shall be run by the junior sub-Committee comprising of all qualified coaches of the club, and up to six other members elected from, and by, the senior members of the club. The Subcommittee will conduct relevant business pre and post training on Friday Evenings regularly

* To ensure a safe environment in line with British Triathlon regulations
* To ensure appropriate equipment and facility for effective and enjoyable training sessions
* To keep accurate accounts of the junior sub account of the club for the Treasurer. These should be available for reasonable inspection by members and should be audited before every Annual General Meeting. The club's financial year shall run from March 1st to February 28/29th. The club shall maintain a bank account and any two Executive Officers shall be authorised to sign club cheques.
* To ensure athlete and parent policies are in place along with effective safeguarding controls
* To make decisions on the basis of a simple majority vote. In the case of equal votes, the Club Welfare officer shall precide.
* The highest qualified coach must assume responsibility for keeping check on qualifications, DBS and UpToDate EAP and RA for all junior facilities in line with British Triahtlon guidance and policies.

**General Meetings**

8. The Annual General Meeting of the Club shall be held during the month of April each year. Thirty days’ notice (which may be written and electronically mailed or may be by the club's website news page) shall be given to members of the Annual General Meeting. Senior members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least fourteen days before the date of the meeting. The Secretary shall circulate or give notice of the agenda for the meeting to senior members (which may be written and electronically mailed or may be by the club's website news page) not less than seven days before the meeting.

8.1 Nomination of candidates for election of Executive Officers and General Committee shall be made in writing to the Secretary at least fourteen days in advance of the date of the meeting. Nominations can only be made by senior members and must be seconded by another senior member.

8.2 The business of the Annual General Meeting shall be to:

* Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting
* Receive audited accounts for the year from the Treasurer
* Receive the annual report of the Committee from the Secretary
* Elect an auditor
* Elect the Executive Officers of the Club and other General Committee Members
* Review Club subscription rates and approve them for the forthcoming year
* Transact such other business received in writing by the Secretary from senior , members fourteen days prior to the meeting and included on the agenda

8.3 At all General Meetings, the Chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the committee and approved by the senior members attending the meeting.

8.4 A quorum for a General Meeting shall be 25% of all Senior Members and must include two Executive Officers of the club.

8.5 Decisions made at a General Meeting shall be by a simple majority of votes from those Senior Members attending the meeting and, in addition, proxy votes from Senior Members with genuine reasons for not attending the meeting. Approval for proxy votes will be given by the Executive Officers of the club no later than eight hours before the meeting and will be submitted at the meeting by the Chairperson. In the event of equal votes, the Chairperson shall be entitled to an additional casting vote.

8.6 Each senior member of the club shall be entitled to one vote at General Meetings.

8.7 The management committee has the right to call Extraordinary Meetings (EGM’s) outside of the AGM where necessary. Procedures for EGM’s will be the same as for the AGM.

**Alterations to the Constitution**

9. Any proposed alterations to the club constitution may only be considered at an Annual or Extraordinary General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Senior Member of the Club and seconded by another Senior Member. Such alterations shall be passed if supported by a simple majority of those Senior Members present at the meeting, assuming that a quorum has been achieved.

**Dissolution**

10. If at any General Meeting of the Club, a resolution is passed calling for the dissolution of the Club, the Secretary shall immediately convene an Extraordinary General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the resolution.

10.1 If at that Extraordinary General Meeting, the resolution is carried by at least two thirds of the Senior Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the club. Any surplus shall not be distributed to the members but shall be devoted to the furtherance of Triathlon.

**Surplus Income or Profits**

11. All surplus income or profits shall be re-invested in the club. No surpluses or assets will be distributed to members or third parties with the exception of donations by the club to registered charities or local community projects.

**Declaration**

12. Nice Tri Club, St Neots hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed: Date:

Name:

Club Chair

Signed: Date:

Name:

Club Secretary