

Version control

Orwell Wheelers Cycling Club Constitution

Version: 1.5

Prepared by: Denis Gleeson

Signed: *Denis Gleeson*

Date: 25th / October /2022

This document describes the changes made from time to time to amend the Club Constitution.

Date	Version	Details of change
17th Sept 2016	1	Acceptance of the constitution at the AGM
27th February 2017	1.1	Amend section with new wording to allow for principle sponsor "Scott" to be included in the club name.
23rd October 2017	1.2	Amendment to 2.9 to only allow for the club to open bank accounts. Addition of new section 2.10 to allow the club to borrow funds subject to the club membership agreeing to same at an AGM or EGM.

22nd October 2018	1.3	Amendment to 5.1 include a Designated Liaison person and Child Protection Officer as a member of the club committee.
29th October 2019	1.4	Amendment to 8.2 include a Designated Liaison person and Child Protection Officer as a member of the club committee
29th October 2019	1.4	Amend section 1.1 to remove the current wording and replace with the wording “The Club name is Orwell Wheelers Cycling Club”
29th October 2019	1.4	Add new section 3.3 to read. Any substantial redesign of the club’s registered jersey, excluding the addition or removal of sponsors name or logos, should be voted on by members at an AGM or EGM.
29th October 2019	1.4	Add new section 3.4 to read. Any proposal to redesign the club’s registered jersey should be notified to members at least one year in advance of any decision to adopt that redesign
29th October 2019	1.4	Add new section 3.5 to read. Any vote among members on a new registered Jersey should include an option of retaining the Current registered jersey.
25th October 2022	1.5	Amend section 5.1 to remove the position Vice President from this constitution.
25th October 2022	1.5	Amend to section 6.2 to allow committee meetings to be held face to face and / or virtually. This is at the discretion of the committee.

Club Constitution

Orwell Wheelers Cycling Club

1 Name of Club:

- 1.1 The Club name is Orwell Wheelers Cycling Club
- 1.2 The Club name may include the name of a sponsor or sponsors subject to the Committee approval

2 Objectives:

- 2.1 The promotion of cycling in all its forms.
- 2.2 To foster the development of members as cyclists and coaches.
- 2.3 To provide a forum for members to interact and socialize through cycling and non-cycling activities.
- 2.4 To assist Club members to represent the Club at a higher level.
- 2.5 Apply for grants for the promotion of cycling
- 2.6 To promote and hold cycle races and events in accordance with the rules set out by Cycling Ireland or other sporting bodies to whom the club may be associated
- 2.7 Raise funds by subscriptions, fundraising and sponsorship.
- 2.8 Acquire when appropriate, Equipment, Facilities, Club premises and Transport
- 2.9 Open Bank accounts
- 2.10 The Club members will be required to vote, at an AGM or EGM, should it be necessary that the Club requires to borrow funds and offer appropriate security for same.

3 Club Clothing

- 3.1 The Club colours shall contain, green, white, yellow and black
- 3.2 Clothing or advertising carrying the Club name and logo should be approved by the Club committee before manufacture, used or distributed by the Club.
- 3.3 Any substantial redesign of the club's registered jersey, excluding the addition or removal of sponsors name or logos, should be voted on by members at an AGM or EGM.
- 3.4 Any proposal to redesign the club's registered jersey should be notified to members at least one year in advance of any decision to adopt that redesign
- 3.5 Any vote among members on a new registered jersey should include an option of retaining the current registered jersey.

4 Membership and subscriptions:

- 4.1 Membership of the Club shall be open to anyone interested in the sport regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- 4.2 Limitation of membership according to available facilities is allowable on a non-discriminatory basis
- 4.3 Annual subscription shall become due on a date to be decided by the Committee
- 4.4 A member whose subscription is unpaid for more than 30 days after the date notified by the Club, shall be deemed not to be a member of the Club and will cease to enjoy the rights and privileges of membership until such time as payment is made in full.
- 4.5 Club membership will consist of Senior, Masters, Youth, Junior and Life Members.
- 4.6 The Club may have different classes of subscription at levels that will not pose a significant obstacle to people participating.
- 4.7 The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute. See section 10 below Discipline.
- 4.8 Appeal against refusal or removal may be made to an appointed panel consisting of Club members
- 4.9 All members shall be bound by this constitution

5 Club Committee:

- 5.1 The Club Committee shall consist of:
 - President
 - Secretary
 - Treasurer
 - Designated Liaison Person and Child Protection Officer
 - At least 2 other Committee members
- 5.2 A Committee member can only serve for a maximum of three consecutive years in one capacity and at any one time. But is eligible for re-election subject to a maximum of seven consecutive years.

The Club Committee may co-opt a club members to the Committee for a specific task / period of time or to serve until the next AGM.
- 5.3 A member so co-opted to the Club Committee shall hold the title of Committee member for the duration of their stay on the Committee.

- 5.4 A Committee member ceases to be such if he or she ceases to be a Member of the Club, resigns by written notice, or is removed by the Committee for good cause after the Member concerned has been given the chance of putting his/her case to the Committee with an appeal to the Club members, or is removed by club members at a general meeting. The Committee shall fairly decide time limits and formalities for these steps.
- 5.5 Subject to these rules the Committee shall have responsibility for the Management of the Club, its funds, property and affairs.
- 5.6 The property and funds of the Club cannot be used for the direct or Indirect private benefit of members other than as reasonably allowed by the rules.
- 5.7 The Club may in connection with the sports purposes of the Club:
 - Sell and supply food, drink and related sports clothing and Equipment;
 - Employ members (though not for cycling) and remunerate them for providing goods and services, on fair terms.
 - Pay for reasonable hospitality for visiting teams and guests;
 - 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.
- 5.8 The Committee will have due regard to the law on disability discrimination and Child protection

6 Committee meetings:

- 6.1 A quorum of at least 4 members must be present for the meeting to be valid
- 6.2 Committee meetings shall be held either face to face and / or virtually. This will be at the discretion of the committee.
- 6.3 The President, or whoever else, of those present to be chosen to chair the meeting
- 6.4 Decisions shall be by simple majority of those voting
- 6.5 The chair of the meeting shall not vote, but
- 6.6 In the case of a tied vote the chair shall then cast their vote
- 6.7 Whenever a Committee member has a personal interest in a matter being discussed, he/she must declare it, withdraw from that part of the meeting (unless asked to stay by a unanimous decision of the members present) and withdraw during the vote and have no vote on the matter concerned.

7 Delegation:

- 7.1 The Committee may delegate any of their functions to sub-Committees but must:
 - Specify the scope of the Sub-Committee, it's activity and powers;

- The extent to which the Sub-Committee can commit the funds of the Club;
 - Membership of the Sub-Committee
 - It's duty and timeline to report back to the Committee.
- 7.2 The Committee may wind up any sub-committee at any time or to change it's mandate and operating terms.

8 Annual General Meetings:

- 8.1 The Club will hold an AGM once in every calendar year and not more than 13 months after the last AGM. At every AGM:
- 8.2 The Members will elect a Committee to serve until the next AGM, to include:
- President
 - Vice President
 - Treasurer
 - Secretary
 - Designated Liaison Person and Child Protection Officer
 - At least 2 other committee members
- 8.3 The Treasurer will produce accounts of the Club for the latest financial year.
- 8.4 The accounts shall be inspected by a Club member who is not a committee member, or has not served on the Committee since the last AGM
- 8.5 The Committee will present a report on the Club's activities since the previous AGM;
- 8.6 All members may attend all general meetings of the Club in person.
- 8.7 Such meetings need 21 clear days' notification to member
- 8.8 The President or (in his or her absence) another member chosen at the meeting shall preside.
- 8.9 Except as otherwise provided in these Rules, every resolution shall be decided by a simple majority of the votes cast on a show of a hands.
- 8.10 Formalities in connection with General Meetings (such as how to put down resolutions) shall be decided by the Committee and publicised to Club members.
- 8.11 The Members will discuss and vote on any resolution.
- 8.12 Annual club reports and statements of account must be made available for inspection by any member.

9 Extraordinary General Meetings (EGM):

- 9.1 An EGM shall be called by the Secretary within 7 days of a request to that effect from the Committee or on the written request of not less than 20% of members signed by them.

10 Discipline:

- 10.1 The Club Committee shall have power to suspend and if necessary remove a member or members (as heretofore referred in section 4.7 above) whom they consider to have acted in a manner contrary to the interest or welfare of the Club or fellow members of the Club.
- 10.2 Any Club member accused of dishonest behaviour or conduct, or who refuses to comply with the rules or directions of the Club Committee, or behaves in a manner prejudicial to the proper conduct of this Constitution, will be subject to the disciplinary action being taken.
- 10.3 The Secretary will immediately inform the President of any complaints received and the President will set up of a Disciplinary Sub-Committee (refer to section 7.1 above)
- 10.4 Club property lost or damaged by a member shall be replaced or made good by that member.
- 10.5 In the case of any dispute arising as to the interpretation of the rules of the club, the decision of the Club committee shall be final.

11 Amendments

- 11.1 The Club Objectives may be changed to include another eligible sport if the Committee unanimously agree and the members also agreed the change by a 75% majority of votes cast.

Constitution adopted at a meeting held:

On:

Name:

Signed: Signature:

Witnessed by:

Name: Signature:

Witness Address: