

# **GREAT YARMOUTH AND DISTRICT ATHLETIC CLUB**

## **CONSTITUTION**

Revised – 2024-02-09

### 1. TITLE AND COLOURS

- 1.1. The name of The Club is “The Great Yarmouth and District Athletic Club” (GYDAC), established in 1973.
- 1.2. The Club Colours are yellow and green, worn on a black vest. The wearing of these colours is required when competing for the Club unless the Rules of Competition of United Kingdom Athletics (UKA) or the International Association of Athletics Federations (IAAF) provide otherwise.

### 2. HEADQUARTERS

- 2.1. The headquarters of the Club is the Wellesley Recreation Ground, Great Yarmouth, Norfolk.

### 3. OBJECTS

- 3.1. The object of the Club is the promotion of amateur athletics under United Kingdom Athletics (UKA) Rules by.
  - a. Principally providing facilities for athletics and generally to promote, encourage and facilitate athletics in the area of Great Yarmouth and amongst the community.
  - b. Working with Great Yarmouth Borough Council and The College of Further Education at Great Yarmouth to provide and maintain Club premises and training and match areas.
  - c. Providing Club owned equipment for the use of its members.
  - d. Providing other ordinary benefits of an amateur sports club as set out in schedule 18 of the Finance Act 2002 including without limitation provision of suitably qualified coaches, coaching courses, insurance, medical treatment, post match refreshments.
  - e. Selling or supplying food or drink and providing other activities as a social adjunct to the sporting purposes of the Club.
- 3.2. Obtaining funding for Club activities by collecting entrance fees, membership subscriptions and obtaining sponsorship and other available funding as appropriate
- 3.3. Affiliating to UKA and National Association
- 3.4. Complying with and upholding the Rules and Regulations of the National Associate, UKA and IAAF as amended from time to time and the rules and regulations of any body to which UKA is affiliated.
- 3.5. Making rules, regulations, byelaws and standing orders concerning the operation of the Club including regulations concerning disciplinary procedures that may be taken against the Members.
- 3.6. Disciplining Members where permitted by its rules/regulations and referring its Members to be disciplined by UKA or National Association (as appropriate) where so required by the Rules and Regulations of UKA or the National Associate (as the case may be); and
- 3.7. Doing all such things as the Committee thinks fit to further the interests of the Club or being incidental or conducive to the attainment of all or any of the objects here stated.

### 4. DISCIPLINES.

- 4.1. The Club shall cater for all athletic disciplines under Rule 2(4) of UKA latest Rule Book

## 5. MANAGEMENT.

5.1. The management of the Club is vested in a committee consisting of the following:

- a. President
- b. Chairman
- c. Vice Chairman
- d. Honorary Secretary; to receive an honorarium of £200
- e. Honorary Treasurer
- f. Minutes Secretary
- g. Membership Secretary
- h. Health & Safety Officer
- i. Welfare Officers (1 Male & 1 Female)
- j. Fixture Secretary
- k. Coaching Director
- l. Road Running Secretary
- m. Boys Captain
- n. Girls Captain
- o. no more than 7 other members to be elected annually at the annual general meeting (AGM)

5.2. A minimum of 6 members will be considered to form a quorum. The Management Committee (hereafter called the Committee) may fill any vacancy that arises.

5.3. The Committee shall decide in its discretion how members may be nominated to be Committee members and shall notify the Members accordingly.

5.4. The Committee shall be elected at the AGM in each year, and subject to termination of office by resignation, removal or otherwise, the Members remain in office until they or their successors are re-elected or elected.

5.5. In addition to the members elected, the Committee may co-opt further members who shall serve until the next AGM. Co-opted members shall be entitled to vote at Committee meetings.

5.6. The Committee may appoint any Member to fill any casual vacancy on the Committee until the next AGM.

## 6. FINANCE

6.1. A bank account shall be opened and maintained in the name of the Great Yarmouth & District Athletics Club. Designated account signatories shall be the Chairman, the Secretary and the Treasurer. The Club Account shall be managed in accordance with any finance policy drawn up by the Committee and/or in accordance with the reasonable instructions of the Committee (acting collectively) from time to time.

6.2. No sum shall be expended from the Club Account, unless previously agreed by the committee, except by cheque signed by two of the designated signatories or by electronic transfer approved by at least one of the designated signatories subject to a maximum amount to the value of £300, as fixed by the Committee.

6.3. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account as soon as is reasonably practicable.

6.4. The Club's financial year shall end on 31<sup>st</sup> December each year or such other date as the Committee may determine from time to time provided that no financial year shall be shortened to less than nine months or extended to more than fifteen months.

## 7. MEMBERSHIP

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

- 7.2. There shall be the following classes of members for the Club.
  - a. Full Member
  - b. Associate Member
  - c. Volunteer Member
- 7.3. Full membership shall be confined to.
  - a. Amateurs as defined by UKA.
  - b. Eight (from school year four), nine and ten year olds. Membership procedures shall comply to GYDAC rules.
- 7.4. Members should not take any action which could bring the reputation of the club into disrepute.

## 8. MEMBERSHIP FEES

- 8.1. Membership fees are as agreed by the AGM and displayed on the Club noticeboard. Fees are payable on election and on 1<sup>st</sup> April in subsequent years.
- 8.2. No member whose subscription is in arrears shall be entitled to the privileges of membership, except by agreement of the Committee.
- 8.3. Any member whose subscription is 6 months in arrears shall be deemed to have resigned his/her membership of the Club.
- 8.4. The Club shall be required to register those members as defined by the National Association, for competition purposes, as being "active members".
- 8.5. A fee shall be paid for taking part in training sessions and/or using training facilities provided by the Club at training sessions.

## 9. RESIGNATION

- 9.1. A Member intending to withdraw from the Club shall give notice in writing to the Honorary Secretary and his/her membership terminates on the day of that notice. Membership shall not be transferable in any event.
- 9.2. In line with the rules of the sport the club will only accept a resignation when satisfied that the member has cleared any debt owed to the club.
- 9.3. The Member intending to resign should ensure that they comply with the Eligibility process of the sport in the event that they wish to join another affiliated Athletics Club.

## 10. REPAYING FEES

- 10.1. For members wishing to gain qualifications to benefit the club (coaching, officials, welfare, etc), authorised training course costs will be reimbursed by the club.
- 10.2. If the member then leaves, or has their membership terminated, and uses the qualification to benefit another organisation. The committee may require training costs to be repaid at the following rates:
  - a. 100% within 12 months of completing the course.
  - b. 50% between 12 – 18 months of completing the course.
  - c. 25% between 18 – 24 months after completion of the course.

## 11. EXPULSION

- 11.1. The Committee shall have power to expel a Member when, in its opinion, it would not be in the interests of the sport or of the Club for him/her to remain a member.
- 11.2. A Member shall not be expelled unless he is given 28 days written notice of the meeting of the Committee at which his/her expulsion shall be considered and written details of the complaint made against him/her.
- 11.3. The Member shall be given an opportunity to make written representations and/or to appear before the Committee and at any such meeting to be accompanied by a representative or friend, who may answer complaints made against the Member and to

cross-examine any witnesses on behalf of the Member. The Member must not be expelled unless at least two-thirds of the Committee present vote in favour of his/her expulsion.

#### 12. EFFECT OF RESIGNATION OR EXPULSION

12.1. Any person ceasing to be a Member forfeits all rights in relation to and claims upon the Club, its property and funds and he has no right to the return of any part of his subscription. The Committee may refund an appropriate part of a resigning Member's subscription if it considers it appropriate taking account of all the circumstances.

#### 13. ANNUAL GENERAL MEETING

13.1. This shall be held at such time as the Committee shall decide each year to transact the following business:

- a. to receive the reports of the activities of the Club during the previous year.
- b. to receive and consider the accounts of the Club for the previous year.
- c. to elect the Officers and other members of the Committee
- d. to decide on any resolution which may be duly submitted.
- e. to present Club awards and certificates
- f. to deal with any special matters which the Committee desires to bring before the membership.

13.2. Notice of any resolution proposed to be moved at the AGM shall be given in writing to the Honorary Secretary not less than 14 days before the meeting.

13.3. No period greater than 15 months shall elapse between one AGM and the next.

#### 14. SPECIAL GENERAL MEETING

14.1. A Special General Meeting must be called within 21 days, by the Chairman, giving all members 14 days notice, on the receipt of a requisition in writing signed by not less than ten members of the Club stating the purposes for which the meeting is required and the resolutions proposed.

#### 15. NOTICE OF MEETING.

15.1. The Honorary Secretary shall give at least 14 days notice to every member of the time and place of any general meeting and any business to be dealt with.