

CONSTITUTION

1. TITLE

The club is called LEIGHTON FUN RUNNERS ("the Club").

The Club is based in Leighton Buzzard, Bedfordshire, England

2. AFFILIATION

The Club shall be affiliated to the Bedfordshire County AAA and to one or more approved national associations to be agreed at the Annual General Meeting ("AGM").

3. OBJECTIVES

- a) The Club shall encourage Amateur Athletics in the local area.
- b) The Club shall promote all standards of running in the local area.
- c) The Club shall provide a secure financial base for its organisation but shall not make a profit.

4. CONSTITUTION

The Club shall be managed by a committee consisting of Officers and Committee Members as listed in clause 13 who are to be elected (or re-elected) each year at the AGM. The Committee can elect sub committees to manage specific tasks.

The Committee can fill any vacancy that may occur. If an Officer or Committee Member misses three consecutive meetings the Committee can remove or replace him/her.

A quorum of 5 Committee Members including at least two Officers is required at each meeting.

At least three members of the clubs committee should be unrelated or not co habiting.

Each member of the committee shall declare the nature and extent of any direct or indirect interest in a transaction or arrangement with the Club or a third party which conflicts or may possibly conflict with his or her duties to the Club.

If the non-conflicted members deem there to be a material conflict, the conflicted member should withdraw from that part of the meeting and shall not vote on that matter but may take part in any other aspects of the meeting.

5. MEMBERSHIP

Any individual may be a member of the Club, on payment of the appropriate subscription subject to the approval of the Committee and have equal rights with other members.

For continuing members, subscriptions must be paid by 14th April after which membership lapses and new member rules apply. Lapsed members may not enter events under the Club name.

New membership will commence when the application form has been completed, signed, payment of subscription made and approved by the Committee. For Members joining between January and 31st March I, the Membership fee will be offered at a reduced rate as agreed by the committee

The committee may withdraw membership from a member if the member infringes the Bedfordshire County AAA rules or brings the Club into disrepute.

Members who wish to join another UK Athletics Affiliated Club as a first claim runner must resign their UK Athletics affiliation with the Club.

The Club does not have a junior section and will not accept members under the age of 16.

Membership categories may be set at a general meeting and will reflect the best interests of the Club.

6. SUBSCRIPTION

Subscription rates will be approved at the AGM.

7. FINANCIAL

The annual accounts are to be prepared by the Treasurer and shall be presented to the AGM.

The Club funds shall be kept in a bank account(s) as designated by the Committee and managed by the Treasurer. The Committee shall have a standing sub-committee comprising the Officers who are authorised to approve finances and deal with the bank of the Club.

If the Club ceases to exist as a viable athletics club the funds and other properties shall be applied to further the objectives of the Club and at no time shall they be distributed to the Members or past Members.

The financial year shall run to the 31st January

Each year at the AGM, the club will decide which charity (if any) will be supported by the Club's fundraising activities for the following year. Before the AGM, members may nominate registered charities to the Committee who will choose a shortlist to put forward to the ballot. Priority will be given to local charities that the club has not supported before. Any members who are employees of shortlisted charities cannot vote. This decision will be minuted and published on the website. London Marathon entries from the Club's ballot will be awarded on the understanding that recipients will raise sponsorship

8. ANNUAL GENERAL MEETING

The AGM shall be held before the end of March in each year to:

- (a) receive the Treasurer's Report. Balance Sheet and Statement of Accounts for the immediately preceding year
- (b) elect a Committee as set out above under "Constitution"
- (c) receive a report on all the activities of the Club in the previous financial year
- (d) set subscriptions for the year commencing 1st April and ending on the 31st of March.
- (e) deal with any other business as set out on the Notice convening the AGM
- (f) deal with any other business of which the Secretary receives notice from any Member at least 14 days before the date of the AGM.

The committee shall make reasonable efforts to facilitate online participation making use of suitable and available technology to supplement the physical meeting

The Secretary shall give members at least 21 clear days' notice of the forthcoming AGM (by email publicity on the Club's web site or Facebook page or such other way as the Secretary shall reasonably decide)

Nominations for Officers and Committee Members can be made at or prior to the AGM.

Each Officer and Committee Member shall hold office from the date of election until the conclusion of the next AGM.

9. VOTING

At a general meeting all fully paid up members present shall have one vote, by show of hands. Any online participants shall have the same rights as physically present members. The Chairman of the meeting shall have the casting vote if required.

10. EXTRAORDINARY GENERAL MEETING

An Extraordinary General Meeting (EGM) shall be called by the Committee or after the submission of a request signed by at least 10 Club members. At least seven days' notice (by the methods referred to for notice of the AGM) must be given to all members when such a meeting is called.

11. ALTERATION TO CLUB CONSTITUTION

This constitution may only be altered by approval of an AGM or EGM with a majority of at least two thirds of the present members.

12. GENERAL

Any matter not provided for by this constitution shall be dealt with by the Committee for the time being and it has no power to delegate this authority.

13. COMMITTEE STRUCTURE

The Committee shall consist of the following Officers:

- Club Chairman
- Club Secretary
- Club Treasurer

and the following Committee Members:

- Club Captain
- Club Vice Captain
- Club Press Officer
- Club Membership Secretary

The Committee shall have up to nine other Committee Members including, for example, Events Secretary, Kit Secretary and Championship Secretary

The DBS verifier role shall be performed by the Secretary and Membership Secretary

14. INCLUSION

The Club inclusion Policy shall apply

15. COMPLAINTS AND DISPUTES

The Club Complaints procedure shall apply.