

SOAK CLUB CONSTITUTION

1. NAME

The club shall be known as Stratford On Avon Kayaks, hereinafter referred to as The Club.

2. OBJECTS

The objects of The Club are to promote the sport and recreation of kayaking / canoeing.

3. MEMBERSHIP

3.1 Qualification: Any person who undertakes to behave in the best interest of kayaking / canoeing shall be eligible for membership.

3.2 Classes of Membership:

- a) Individual Junior or Student – under 18 or student with Students Union card.
- b) Individual Adult.
- c) Family - the spouse or partner and /or family members either under 18 years or Students.

3.3 Election: Candidates for election to membership shall make written application to the secretary of The Club on the form provided. The power of election shall rest with the Club Committee, who may refuse to elect to membership any applicant without assigning a reason for so doing.

3.3 Restriction: A person who has been expelled from, or refused membership of, the British Canoe Union, shall not be eligible for membership.

3.4 Acceptance: The Club Committee may at its sole discretion, decline to accept renewal of membership, from any person without disclosing the reason.

4. MEMBERSHIP FEE

Each applicant for membership shall, if his/her application be accepted, pay a membership fee, the amount of which shall be determined by the Club Committee and ratified by a general meeting.

5. SUBSCRIPTION

The rates of weekly subscription shall be determined by the Club Committee and ratified by a general meeting.

6. CESSATION OF MEMBERSHIP

6.1 Any member may resign giving one month's clear notice in writing to the secretary.

6.2 Any member violating any of the rules and regulations of The Club or being adjudged guilty of unsatisfactory conduct may, by resolution of the Club Committee, be suspended or

expelled. Any member so suspended or expelled may appeal to a Special General Meeting if such an appeal is sponsored by not less than 15% of the members who are entitled to vote.

6.3 A member shall be deemed to have resigned from The Club if, after due notice in writing, he/she has not paid the annual membership fee 2 calendar months after it becomes due.

7. DISQUALIFICATION FROM HOLDING OFFICE

7.1 Only members entitled to vote are eligible to hold office. A junior representative elected by the junior members may be co-opted to the Club Committee

7.2 Any member who is under the age of 16 years shall not be eligible for election to the Club Committee of The Club.

7.3 Any member whose main income is derived from the sale or manufacture of canoes and or accessories, or who is disqualified as an amateur under the rules of the British Canoe Union, will not be eligible for election to the Club Committee of The Club, but such a person may be co-opted without voting rights.

8. CLUB COMMITTEE

8.1 The Club Committee shall conduct the affairs of The Club as a whole and shall consist of a Chairperson, Secretary, Treasurer and a minimum of 2 other officers. Additionally the Club Committee may co-opt members of The Club to its number.

8.2 Nominations for the position of Chairperson, Secretary, Treasurer and other officers shall be proposed and seconded. Nominations must be with the nominated individuals consent.

8.3 The term of office shall be for one year, and the members shall be eligible for re-election.

9. DUTIES OF THE CLUB COMMITTEE

9.1 Chairperson: The Chairperson will preside at all general meetings of The Club and at all meetings of the Club Committee. He/She shall be responsible for guiding the activities of The Club in accordance with its rules and general policy as expressed by the majority of its members. The Chairperson shall represent or arrange for the representation of The Club at BCU regional level and at meetings of other organisations.

9.2 Secretary: The Secretary will be responsible for the organisation of meetings of the Club Committee and of The Club, and ensuring that the minutes of such meetings are recorded. He/She is also responsible for all correspondence relating to the general business of The Club.

9.3 Treasurer: The Treasurer will be responsible for the collection of monies including membership fees and weekly subscriptions and shall keep books of account as required by the general meeting. The Treasurer shall produce the AGM reports showing the financial state of The Club and have the reports examined by a competent third party independent of the Club Committee. The Treasurer must make the Club Committee aware of any existing or potential financial or cash flow problems.

9.4 Duties of other officers: The duties of other officers will be determined at the first Club Committee meeting following the AGM.

10. THE CLUB COMMITTEE

10.1 The Club Committee is responsible for the general conduct of The Club's business and activities.

10.2 The Club Committee shall meet at regular intervals during the year, as required by the business to be transacted.

10.3 Special meetings of the Club Committee shall be called by the chairperson or by the secretary on instructions from the chairperson, or not less than 2 Club Committee Members.

10.4 A quorum shall consist of not less than 5 Club Committee Members.

10.5 In the case of a vacancy, the Club Committee shall appoint another eligible person to act until the next AGM.

11. GENERAL MEETINGS

11.1 An Annual General Meeting shall be held each year. There shall be laid before the meeting a statement of accounts for the preceding membership year.

11.2 An Extraordinary General Meeting shall be called on the instructions of a simple majority of the Club Committee, or on a requisition signed by not less than 15% of the members of The Club entitled to vote.

11.3 Not less than 21 days clear notice shall be given, specifying to all members the time and business of the general meeting.

11.4 Motions for discussion at AGMs, not of origin from within the Club Committee, shall be lodged with the secretary at least 28 days preceding the AGM.

11.5 At any general meeting, a resolution put to the vote of the meeting shall be decided by a show of hands, of those entitled to vote, except when there are more nominations received for a position on the Club Committee than there are posts, in which case voting will be by secret ballot.

11.6 At all general meetings the chairperson will preside or, in his/her absence, the voting members present will elect a chairperson for the meeting.

11.7 At all general meetings not less than 15% of the members of the club shall constitute a quorum.

11.8 Absences of Quorum: If after half an hour from the time appointed for the meeting, a quorum is not present, the meeting, if called at the request of the members, shall be dissolved. In any other case, the meeting shall be adjourned. If a quorum is not present within half an hour from the time appointed for an adjourned meeting, the members present shall be the quorum.

11.9 Accidental Omission to give notice of a meeting to, or the non receipt of notice of, a meeting by any member shall not invalidate the proceedings of a meeting.

12. LIABILITY

12.1 The Club Committee shall manage the affairs of The Club. Financial or legal liability incurred in the rightful exercise of their office shall not, however, be the personal liability of the Club Committee, but shall be the responsibility of The Club as a whole.

12.2 All members or other persons who attend club activities and events do so at their own risk, and neither The Club nor its officers can accept any liability for any loss or injury of any kind sustained whilst attending a club activity or event.

13. VOTING

Only Adult Members, Family Members Students and Junior Members over the age of 16 years are entitled to vote at any meeting.

14. ALTERATION OF CONSTITUTION

14.1 This constitution shall not be altered, amended, or rescinded except by a general meeting of The Club.

14.2 A resolution to give effect to a change must be passed by, at least, 75% of the members present at the general meeting, and voting on this behalf.

15. DISTRIBUTION OF PROFITS

In no circumstances can any profit be distributed to members, but any profits earned shall be contributed to a general fund for furthering the Objects of The Club.

16. TERMINATION

The Club shall not terminate except by a resolution of a special general meeting convened for the purpose and, in such an event, any surplus assets shall be handed over to a body or bodies with similar objects or to a charity or charities agreed by the meeting which formally terminates The Club.

17. RULES

The Club Committee shall be empowered to draw up rules for the safe conduct of kayaking / canoeing activities.

Any matter not provided for in this constitution, or any question over the interpretation of it shall be dealt with by the Club Committee whose decision shall be final.

18. CHILD PROTECTION

The Club will adopt a child and vulnerable groups protection policy. In line with this policy The Club will appoint to the Club Committee at each AGM a Club Child Protection Officer. The duties of the Club Child Protection Officer will be to provide advice and guidance on child protection issues, review the child and vulnerable groups protection policy as necessary and to keep up to date on all child protection issues related to the business of The Club. The Child and Vulnerable Groups Protection Policy will be available on the SOAK website.