



Tyne Bridge Harriers

Club Constitution



1. Name

The club will be called Tyne Bridge Harriers. The club shall be affiliated to the National Governing Body (NGB) of the sport – England Athletics, and will accept and abide by the rules and codes of practice of that body.

2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in Athletics
- To promote the club within the local community and in the sport of Athletics.
- To ensure a duty of care to all members of the club.
- To provide all of its services in a way that is fair to everyone.

3. Club Equity Statement

The club is committed to ensuring that equity is incorporated across all aspects of club activity. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

The club will adopt a code of conduct for members and officials, in line with guidance offered by the National Governing Body, and this code of conduct will be approved annually, by members, at the AGM.

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4. Membership

The club will adopt a clear process for joining. Membership will be deemed to commence once the club has accepted the application form of a prospective member and subscriptions have been paid in full.

The management committee reserve the right to reject or refuse any application for membership.

All members will be subject to the regulations of the club, and by joining the club will be deemed to accept these regulations, policies and codes of practice that the club has adopted.

Members aged 18 and over will be known as Senior Members and those younger than 18 will be known as Junior Members.

5. Membership fees

Membership fees will be set annually and agreed at the Annual General Meeting. Fees will be paid annually. The Management Committee reserve the right to waive or adjust the membership fee of any individual member in any financial year of the club. The Management Committee may confer Life Membership upon any member who, in the view of the Committee, has made an exceptional contribution to Tyne Bridge Harriers. Those members whose annual subscriptions remain unpaid at the end of May each year shall be deemed to have resigned membership of the club, unless otherwise agreed by the committee.

6. Officers of the club

The officers of the club will be:

- Chair
- Secretary
- Treasurer
- Senior Coach
- Club Captain(s)
- Welfare Officer(s)
- Membership Secretary

All Officers will be appointed by the club Management Committee. The Management Committee will be elected at the AGM. In addition, the Management Committee may, at its discretion, elect an (honorary) president who, if they indicate their willingness so to act, shall hold office until the succeeding AGM.



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7. Committee

The club will be managed through a Management Committee consisting of:

A maximum of thirteen (13) elected club members, chosen by ballot, at the AGM. All committee members will be elected for one year but will be eligible to stand for re-election each year.

Each candidate for election to the committee must be a Senior Member of the club and be proposed and seconded by two other Senior Members of the club.

A maximum of three (3) additional Senior Members of the club may be appointed, at any time during a financial year of the club, to the Management Committee, should the Management Committee decide, to serve until the next AGM.

The Officers of the club shall be chosen by and from within the Management Committee. The Officers of the club shall be appointed at the first meeting of the Management Committee following the AGM.

The Management Committee meetings will be convened by the Secretary of the club and held no less than nine times per financial year, on dates to be agreed by the committee.

The quorum required for business to be agreed at Management Committee meetings will be five.

The Management Committee will be responsible for adopting any new policy, codes of practice or rules that affect the organisation of the club.

The Management Committee will have powers to appoint subcommittees as necessary, and have the power to consult advisers to the Management Committee as necessary, to fulfil its business.

The Management Committee will be responsible for all disciplinary matters involving members.

Voting will be by a show of hands, with each Committee member present having one vote only. The outcome of the vote will be by a simple majority, and in the case of equality of votes the Chair (or Vice Chair) will have the casting vote.

8. Finance

All club monies will be banked in an account held in the name of the club. The Club Treasurer will be responsible for the finances of the club. The financial year of the club will commence on the 1st of April and end on the 31st March. An audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting. Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officers.



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9. Annual General Meetings

A General Meeting of the club should take place at least once in each financial year. Notice of an Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days notice shall be given to all Senior Members or, in respect of Junior Members, their parent/carer. The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts. Election of the Management Committee will take place at the AGM. All Senior Members have the right to one vote at the AGM. All motions and amendments shall be accepted by a majority of votes cast by those present. Proxy voting is not permitted, unless otherwise approved by the management committee. Parents/carers of junior members are permitted to attend the AGM but do not have voting rights.

The AGM may vote on any motion that has been stated on the agenda. No other motions will be considered for vote, other than formally proposed and seconded amendments to those motions stated on the Agenda.

The quorum required for business to be agreed at the AGM will be 30 Senior Members. Should the quorum not be reached then the meeting shall be deferred for a minimum of seven days. Should the quorum not be reached at the deferred meeting the Committee may decide between deferring the meeting again or convening an Extraordinary General Meeting to propose the intention to dissolve the Club.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for announcing an EGM will be the same as for the AGM.

Members of the club can call an EGM if a minimum of 10% of current, paid-up, Senior Members submit a request in writing to the club Secretary, stating the business to be discussed.

10. Discipline and appeals

All concerns, allegations or reports of poor practice, or issues relating to the welfare or behaviour of members will be recorded by the management committee and responded to swiftly and appropriately. For young members, this will be done in accordance with the club's child protection policy and procedures. The club Welfare Officer(s) is the lead contact for all members in the event of any child protection concerns or allegations of misconduct.

Any formal complaints regarding the behaviour of members should be presented and submitted in the first instance in writing to the Welfare Officer(s). The Management Committee will meet to consider all complaints within 21 days of a formal complaint being lodged. The committee has the power to take appropriate action following a formal complaint, including the suspension of membership without prejudice.



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The committee may refer a complaint for further investigation. The investigation should be undertaken by a nominated individual(s), and the findings of the investigation will be presented to all parties. Anyone against whom a complaint has been made has the right to representation during the investigation. Following an investigation, the committee have the right to take disciplinary action, up to and including withdrawal of membership.

The outcome of a disciplinary hearing shall be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing. Members shall have the right of appeal following disciplinary action taken by the Management Committee. Any appeal must be made in writing and received by the Secretary within 14 days of the date of notification of the outcome of the disciplinary hearing. The appeal shall be considered by an Appeals Panel of three members of the club; none of whom shall be members of the current Management Committee. The Appeals Panel will be appointed if and when a disciplinary appeal is required. The Appeals Panel shall consider the appeal within 21 days of the Secretary's receipt of the appeal. The Appeals Panel shall advise the committee of its decision within 7 days of the Appeals Panel's consideration of the appeal. The member making the appeal shall be notified in writing of the decision within 7 days thereafter.

11. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the Senior Members. Proxy voting will be allowed to consider any proposal for dissolution. In the event of dissolution, any assets of the club that remain will become the property of England Athletics or another Athletics club whose objectives are similar to those of this club, as agreed by those voting at the AGM or EGM.

12. Amendments to the constitution

The constitution should be approved by members at the AGM. The constitution will only be changed through agreement by a two-thirds majority vote in favour of those members voting at an AGM or EGM.

13. Declaration

Tyne Bridge Harriers hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.