

LIVERPOOL RUNNING CLUB

Founded 1985

Constitution and Rules

- 1: The name of the club shall be "**Liverpool Running Club***"
(* referred to as "the club" throughout this document)
- 2: The object of the club shall be to encourage, promote and develop Amateur Athletics in accordance with Northern Athletics England Athletics and UK Athletics rules.
- 3: The club colours will be a Royal Blue and White hooped vest with "**Liverpool Running Club**" printed on the front.

Special anniversary vests may also be authorised on an ad hoc basis.
- 4: The club shall be a members' club and shall seek to become affiliated to Northern Athletics, England Athletics and UK Athletics, in order to carry out the objectives of the club. Membership shall be open to persons who are defined as amateurs by the above bodies.
- 5: There shall be a minimum age of entry of **16** years for single runners, runners aged up to **16** can attend training sessions but they must train alongside their parent or guardian – **THERE ARE NO EXCEPTIONS TO THIS RULE.**
- 6: The club shall meet at such place and times as the Committee of the club shall determine.
- 7: There shall be a Chairperson, Vice Chairperson, Secretary and Treasurer, all deemed **executive officers** of the club. Other officers of the club being Membership Secretary and elected members as approved by the club, via General Meeting and approved.

All officers shall act in all matters in accordance with the directions of the Committee of the club.

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- 8: The Committee shall comprise of not more than **fifteen** members including at least **three** active athletes. The election of members to the Committee shall be by simple majority of all members attending the Annual General Meeting. The Committee shall go out of office each year but be eligible for re-election.
- 9: The Committee shall meet at intervals not exceeding **six** weeks and upon being notified by the Secretary. The quorum for meetings of the Committee shall be not less than **six** members of the committee.
- 10: The Committee shall be empowered to fill any vacancy which may arise in said Committee without reference to the members of the club, to co-opt non-voting members to the Committee (up to a maximum of three), to form sub-committees for a special purpose with responsibility to the Committee.
- To delegate such powers of the Committee as the Committee allows, and to deal with matters not provided for in the rules appertaining to the sub-committee on which they sit.
- 11: Each sub-committee to appoint a chairperson to update and report to the Committee on a regular basis.
- 12: The financial year shall run from **1st April to 31st March**, and as soon as possible thereafter the books shall be provided to the Auditors by the Treasurer.
- 13: Any person wishing to become a member of the club must apply on the membership form provided for that purpose. No reasons need be given to an applicant in the event of his/her application for membership being rejected.

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- 14: No person shall be admitted to membership until having paid to the Treasurer his/her first annual subscription.

All members of the club shall pay yearly subscriptions as the Annual General Meeting shall decide. The annual subscriptions will fall due on the first day of the first month of each financial year without demand.

- 15: Only members who have paid their subscriptions for the current financial year shall be eligible to vote at General Meetings, be elected to voting positions on the Committee, compete in club competitions and represent the club in open team competitions.

- 16: The Committee shall have the power to expel any member violating the rules and regulations of the club or who is, in the opinion of the Committee, guilty of misconduct or action contrary to the interests of the club and/or its members.

The member concerned shall be notified in writing before his/her expulsion is considered by a meeting of the Committee and he/she shall be given the opportunity to appear before such a meeting and state his/her case.

A member whose expulsion the Committee has ratified shall further have the right to bring an AGM or Special General Meeting of the club to appeal in front of the club membership with said membership to vote whether the expulsion stands or is rescinded.

- 17: Any member wishing to resign must do so in writing by notifying the Chairperson or Secretary. No member who is financially indebted to the club i.e has failed to pay his/her subscriptions or any other outstanding monies due will be allowed to resign until his/her debt has been fully discharged.

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- 18: The Treasurer shall keep such proper books of account as will enable him/her to present at every Annual General Meeting of the club or at any other time if required, (on reasonable notice being given) by the Committee, an accurate report and statement concerning the finances of the club for the preceding and/or nearest year as the case may be and shall present such report and statement accordingly.
- 19: Neither the club nor any Committee Member thereof shall be liable to any member or guest for any loss of or damage to property occurring in, on, or close to any premises where the club meets, or at or en route to any race which the club holds or attends. A notice to this effect shall at all times be displayed on the club noticeboard or in clear view if meeting in a general area in any such place being used for meeting, training and changing purposes.
- 20: An AGM of the club shall be held in the **first** month of each financial year. The date and time of the meeting shall be made known to members via noticeboard, social media and announcements at club nights. For a period of **six** weeks prior to that AGM.
- 21: The AGM shall elect the Committee, including executive officers, and appoint two auditors who shall not be members of the committee. The Auditors shall examine the accounts and as soon as possible thereafter return the same to the Treasurer.
- The AGM shall also hear reports of the previous years activities from the Treasurer, Secretary, Membership Secretary and any other officers/members requested by the Committee.
- 22: A quorum at the AGM shall be **twelve** members present and eligible to vote.

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- 23: Notice of motions to be placed before the AGM shall be presented in writing to the Secretary not later than **three** weeks before the AGM. The Secretary shall inform all members means of a notice posted on the club noticeboard and social media accounts of the business to be conducted at the AGM not less than **fourteen** days before the date of the AGM.
- 24: A Special General Meeting can be called by the Chairperson at the written request of the Committee or upon receipt of a written request from at least **fifteen** members who are fully subscribed.
- 25: All voting at meetings of the club members shall be by simple majority. The Chairperson shall preside and only entitled to a casting vote, if required. All members eligible to vote shall have only one vote.
- 26: No rule shall be made nor rescinded except at an AGM or Special General Meeting called for the purpose and any such amendment shall be subject to the concurrence of at least **twelve** members present and eligible to vote.
- 27: Subsidies for transport to races will only be considered when the race is open to all members of the club.
- 28: Elected officers have the authority to make decisions without having to hold a Committee meeting. As meetings are held every six weeks there maybe occasions when situations arise where decisions need to be made between meetings. Two Executive Officers and two members of the Committee would be eligible to make a decision without holding a meeting.

This decision can be made as long as same isn't covered by this constitution directly.

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- 29: No member of the club shall be elected onto the Committee unless they have been a fully subscribed member of the club for a period of **twelve** months.
- 30: If the number of club members shall fall below **twelve** or if the club shall pass in General Meeting by a majority of **two thirds** or more of the members present and entitled to vote, a resolution of its intention to dissolve, the Committee shall immediately take steps to convert into money all the property of the club.
- Out of the proceeds of such conversion the Committee shall discharge all the debts and liabilities of the club including the expenses of any such conversion and any balance remaining shall be disposed of in such way as the Committee think fit.
- 31: This constitution can only be amended by way of a motion, proposed and seconded by fully paid up members, with the rule specified and the amendment to be made in writing to the Secretary not later than 3 weeks prior to that **AGM** to be heard and the amendment discussed and voted on at that **AGM**.