



## **CONSTITUTION**

### **1. Name**

The name of the organisation shall be Wee County Harriers - hereinafter referred to as the 'Club'. The Club shall operate within the Central Scotland area and be affiliated to Scottish Athletics to be bound by their rules and regulations.

### **2. Objectives**

The Club is established to pursue the following objectives:

- a) The promotion of public participation in the sport of running whether road, track, cross country or hill running, hereinafter referred to as the 'sport'.
- b) The provision of recreational activities and/or facilities, with a view to improving the conditions of life for those whom the activities are primarily intended.

In furtherance of those objectives, the Club will provide:

- i. The organisation, management and development of the sport for all members of the Club
- ii. Membership of appropriate bodies for the purpose of establishing regular competitive participation for the Club's members
- iii. The organisation and provision of training for its members
- iv. Promotion and maintenance of the highest standards of technical competence and safety in the sport
- v. A framework for upholding the rules of the sport

### **3. Equalities**

In accordance with the Equality Act 2010 the Club will strive to ensure that everyone who wishes to be involved in the sport (as offered by the Club), whether as athletes, casual participants, club members, officials, volunteers, coaches or office-bearers:

- a) has a genuine and equal opportunity to participate to the full extent of their own ambitions and abilities, without regard to their age, sex, gender, identity, disability, marital or civil partnership status, pregnancy or maternity, religion, race, socioeconomic status or sexual orientation;
- b) can be assured of an environment in which their rights, dignity and individual worth are respected, and in particular that they are able to enjoy the sport without the threat of intimidation, victimisation, harassment or abuse.

### **4. Membership**

- a) Membership of the Club is open to all individuals provided they comply with this constitution and the regulations of Scottish Athletics and they are at least 8 years of age.
- b) No application for Membership will be refused unless it is deemed prejudicial to the interests of the Club. The Management will notify a refused application at the earliest opportunity.
- c) All applications for membership shall be accompanied by the appropriate membership fee.
- d) Each eligible member shall be entitled to attend and vote at General or Annual General Meetings.

- e) The Club Constitution shall be made available on the Club Website ([www.weecountyharriers.co.uk](http://www.weecountyharriers.co.uk)) within the "Membership/Club Policies and Documents" area
- f) The Management Committee may designate any member of the Club to be an Honorary Member which will require ratification from the general membership at the AGM, in which case no further annual membership fee shall be payable by that person.
- g) Annual membership shall be for the period 1st January to 31st December in the same year, except in the case of 4(h)
- h) Memberships paid between 1st October and 31st December in the same year shall expire on 31st December of the following year without further payment being made.

## 5. Suspension, Refusal or Termination of Membership

- a) The Management Committee shall be entitled to:
  - (i) Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the Club as set out in Rule 2 of this constitution.
  - (ii) For good and sufficient reason refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the full management committee before a final decision is made.
- b) Any member whose membership is not renewed, or is terminated or suspended by operation of paragraph 5(a) (ii) may apply for reinstatement at the next General Meeting.
- c) Any member who fails to pay their fees by the date required shall forfeit their right to representation on the management committee and at general meetings, and shall be suspended from taking part in any event under the control of the Club until such fees are paid. The date required shall be the 31st January of any year.
- d) Any member under suspension shall be barred from taking part in any event under the control of the Club and shall not represent the Club in any competitive event.
- e) The Management Committee shall inform the member in writing or by email of any decision to terminate their membership.
- f) Notification of the termination of a membership will be forwarded to Scottish Athletics.

## 6. General Meetings

- a) Annual General Meeting (AGM) The AGM shall be held each year at such time and place as determined by the management committee, at approximately twelve-monthly intervals, but no more than fourteen months after the date of the previous AGM. At each AGM the following business shall be conducted:

i)	Receive and confirm the minutes of the previous AGM.
ii)	Presentation of the Club's financial accounts for the year.
iii)	Presentation of the Club's projected financial situation for the forthcoming year, and the setting of fees.
iv)	Presentation of the Chairperson's report
v)	Election of officers to the management committee.
vi)	Any other business brought before the meeting which has been submitted in writing to the Secretary not less than seven days prior to the AGM, and any other business deemed relevant by the Chairperson.

The Notice for an AGM shall be a minimum of 21 days.

A quorum for an AGM shall be 10 members or one quarter of the current membership, whichever is the lesser:

- b) Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

- i) 10 Members or 5% of the membership
- ii) The Chairperson.

iii) 2/3 majority of the management committee.

Notice for an EGM shall be of a minimum of fourteen days' notice, and stating the business to be discussed.

### **7. Rules for General Meetings**

- a) A minimum of twenty-one days' notice shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The Chairperson, or in his/her absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each senior member shall have one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be one quarter of those eligible to vote, or 10 such members, whichever is the smaller.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.
- h) Members will be notified of the calling of a general meeting via e-mail to their supplied email address. Where members do not have an email address, notice will be given by post to their supplied postal address. The Notice of the meeting shall include the date, time and place of the meeting, and the business of the meeting.
- i) Where any general meeting is inquorate by virtue of the requirements of Rule 7(f) not being met, no business shall be discussed. The meeting shall be adjourned, with 7 days' notice given to the membership as set out in rule 7(h) that the meeting will reconvene at the time, place and on the date as notified. At this reconvened meeting, Rule 7(f) shall not apply.

### **8. Election of Officers to the Management Committee**

- a) The Chairperson, Secretary and Treasurer shall be drawn from the membership, as defined in clause 4 of this constitution. Other positions may be filled by non-members.
- b) Candidates shall be elected by show of hands at the AGM, and shall be members of the management committee from the conclusion of that AGM until the conclusion of the following AGM.
- c) All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the Secretary not less than fourteen days before the AGM.
- d) The Secretary shall send all members a list of all nominations not less than seven days prior to the AGM.
- e) Uncontested posts, or posts for which no nominee is successfully elected may be filled by nomination(s) and election at the AGM.
- f) The Chairperson, Secretary and Treasurer shall endeavour to hold those positions for a maximum term of four continuous years. If no suitable successor is found this term may be extended as required.

### **9. Members of the Management Committee**

- a) The Management Committee shall consist of the following Officers:

Chairperson
Secretary
Treasurer
Any other position required to represent the interests of the club

- b) All the above shall be entitled to one vote each at General Meetings, except the Chairperson.
- c) The committee may co-opt any member to any unfilled post until the conclusion of the following AGM, providing that the number of co-optees shall not exceed one third of the total number of persons serving on the committee at that time.
- d) The management committee may appoint any sub-committees it may deem necessary to deal with the matters of the club, until the conclusion of the following AGM. The proceedings of all such committees shall report to the management committee by a representative elected by that sub-committee.
- e) Any member of the club whose membership is suspended or terminated shall forthwith cease to be a member of the Management Committee.

**10. Rules for the Management Committee**

- a) The Chairperson shall chair the meeting, or in his/her absence one of either the Secretary or a nominee from the committee in the event of all those mentioned being absent.
- b) Fourteen days' notice of any meeting of the management committee shall be given by the Secretary, except when: (i) The date of the meeting had been agreed at the previous management meeting, in which case seven days' notice shall be given. (ii) In an emergency the Chairperson may call a meeting at four days' notice.
- c) The quorum shall be four of those Officers entitled to vote, as listed at Rule 9(a)
- d) All members of the management committee as listed at Rule 8(a) shall be entitled to vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) Meetings shall be open to all members of the club.

**11. Finance**

- a) The income and property of the club, however derived, shall be applied solely towards the objectives of the Club as set out in Rule 2 of this constitution.
- b) The Club shall have the power to raise money by means of yearly membership fees and other fees as determined by the Management Committee at the Annual General Meeting.
- c) All monies shall be lodged in a bank account in the name of the Club.
- d) The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the club, and make payments via electronic banking.
- e) The financial year of the club shall run from 1st January to 31st December

**12. Amendments to the Constitution**

This Constitution may only be amended by a proposal passed by a two-thirds majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.  
 Chairperson Secretary Treasurer Any other position required to represent the interests of the club

**13. The Dissolution of the Club**

- a) Any resolution to dissolve the Club may be passed at any General Meeting provided that:

i)	the terms of the proposed resolution are received by the Secretary at least forty-two days before the meeting at which the resolution is to be brought forward, and that
ii)	At least twenty-eight days' notice of the proposed resolution shall be given in writing by the Secretary to all members, and that
iii)	such a resolution shall receive the assent of two thirds of those present and entitled to vote.

b) Upon dissolution of the Club, after all club liabilities have been cleared; all remaining financial and material assets shall be given or transferred to the local Sports Council, or to Scottish Athletics Limited, as determined by the meeting, to be employed for the development of the sport.

**14. Declaration**

It is hereby certified that this document represents a true and most up to date version of the Constitution of Wee County Harriers Club.

Chair Person	Mark McDonald
Date	01 December 2023
Secretary	Iain Barclay
Date	01 December 2023