



Bovey Valley Runners' Constitution

1. Bovey Valley Runners

The club will be called Bovey Valley Runners and will be affiliated to Association of Running Clubs (ARC).

2. Aims and objectives

To encourage and provide for recreational runners.

- To encourage beginners into running
- To encourage competitive opportunities.
- To encourage team event participation.
- To promote the club within the local community.

3. Membership

3.1 All club members are subject to the rules and regulations of the constitution.

3.2 All club members must comply with the ARC rules and regulations due to the Club's affiliation.

3.3 Membership can take the form of any of the following:

- Adult Membership – New
- Adult Membership - Renewal

3.4 All members are entitled to be elected to serve on the Bovey Valley Runners' Committee and membership shall have voting rights at meetings.

3.5 An applicant for membership shall become a member after submission of a duly completed application form, with the current subscription payment.

3.8 The minimum age for membership is 18.

4. Subscriptions

4.1 Subscriptions are set by the Committee each year.

4.2 Subscriptions are to be paid by March 31st and are valid for a year.

4.3 Where Subscriptions include additional items (e.g. club t-shirts), a certain number of members are required prior to ordering. If there are not enough members for the club to afford t-shirts then a proportion of the subscription fee will be returned to the members as decided by the committee.

4.4 Bovey Valley Runners Membership will lapse if subscriptions have not been paid by March 31st. Lapsed members can apply to re-join Bovey Valley Runners and will be re-admitted once the new member subscription is paid.

5. The Club Committee and its Membership

5.1 The Club shall be managed by a Committee consisting of the Chairperson, the club Secretary and the Treasurer and not more than 7 other Members elected at the AGM.

5.2 The Committee may nominate functional roles to be carried out by members of the Committee



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and the number of such roles may be increased or decreased, and functions may be allocated or reallocated at the discretion of the Committee.

5.3 Any member is eligible to put their name forward for election to the Committee. Membership of the club committee will be approved by the members of the club at the AGM. In the event of more than one person seeking to stand for the same functional role, election will be made by a show of hands by all members present at the AGM (except for the Chairperson). In the event of a tie the Chairperson shall have the casting vote.

5.4 The Committee shall remain in office until the next AGM. All committee members will retire each year but will be eligible for re-appointment at the AGM.

5.5 Club Committee meetings will be convened as often as necessary and a minimum of once a quarter

5.6 The quorum required for business to be agreed at Committee meetings will be any five committee members

5.7 The Club Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.

5.8 The Committee will have powers to appoint subcommittees in order to meet specific objectives.

5.9 The Club Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations /constitution and will be responsible for taking any action following such hearings.

5.10 Any member of the Committee may resign by notice given to the Secretary.

5.11 The Committee may appoint a member to fill any casual vacancy until the next AGM.

5.12 The office of Committee member shall be vacated:

- (a) By resignation, or
- (b) Expelled having found to be in major breach of club rules or ethical conduct, or
- (c) If he or she shall be absent for half or more Committee meetings held in the previous year without the explicit consent of the Committee.

6. Annual General Meetings (AGM)

6.1 An Annual General Meeting will take place within one month of the end of the financial year (31st March). All Club Committee Members are expected to attend.

6.2 AGM Attendance is open to all members Bovey Valley Runners. These members have the right to vote at the meeting.

6.3 Not less than 21 days' Notice of Annual General Meetings (AGM) will be given by the Club Secretary.

6.4 The AGM will receive report, either written or verbal from Members of the Club Committee. The Treasurer will provide a statement of the accounts.

6.5 Election of Committee Membership is to take place at the AGM.

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



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7. Conduct of Members

7.1 All club members shall act in a fit and proper manner towards each other. Violence and or inappropriate behaviour or language will not be tolerated. Inappropriate conduct is covered under the "Discipline and Appeals section of this constitution".

7.2 Members will compete under the rules laid down by Association of Running Clubs and its governing body. Serious violation of ARC competition rules is covered under the "Discipline and Appeals section of this constitution".

7.3 Members whilst competing wearing a club vest will conduct themselves in a proper manner. Serious violation is covered under the "Discipline and Appeals section of this constitution".

7.4 Members entering into written communication with other clubs and officials will do so as independent individuals and it must be made clear that they are not representing the views of the club, unless under the express authority of the Club Committee. Serious violation is covered under the "Discipline and Appeals section of this constitution".

7.5 During training sessions, members are expected to stay with the group that they have elected to train with for the duration of the training session. Members wishing to cut short their session must inform the team leader their intentions. Members leaving the group intentionally without informing the group leader are liable to action under the "Discipline and Appeals section of this constitution".

7.6 Members using Bovey Valley Runners' social media platforms should employ common sense, protect themselves and their privacy, not say anything that is dishonest, untrue or misleading and not post material that is offensive, harassing, discriminatory, embarrassing, intimidating, sexually explicit, bullying, hateful, racist, sexist or otherwise inappropriate and not post material that is inappropriate.

8. Discipline and Appeal Procedures

8.1 All complaints regarding the behaviour of members should be presented and submitted promptly to the Club Secretary in writing or will be recorded by the secretary.

8.2 All concerns, allegations or reports of poor practice/abuse relating to the welfare of vulnerable people will be recorded and responded to swiftly and appropriately.

8.3 The Club Committee will meet to hear complaints within ten days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

8.4 The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within ten days of the hearing.

8.5 Any member who offends against the Club Constitution or whose conduct is prejudicial to the objects of good governance of the Club may be expelled from the Club by a majority decision of the Committee. Before any such member is expelled, the Secretary shall give that member 28 days' written notice to attend a meeting of the Committee and shall inform that member of the complaints made against him or her. No member shall be expelled without first having an opportunity to appear before the Committee and answer those complaints.

8.6 There is a right of appeal to the Club Committee following disciplinary action being announced. The committee should consider the appeal within ten days of the Secretary receiving the appeal.



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8.7 any objection regarding a nominated committee member at the AGM shall be put in writing to the committee within 10 days of election stating reasons for objection, members will then be invited to discuss concerns with the committee and the committee will put to the members areas of concern where it will be decided if a re-vote is necessary.

9. Finance

9.1 All club monies will be banked in an account held in the name of the Bovey Valley Runners. The Club Treasurer will be responsible for the finances of the club.

9.2 The financial year of the club will end on 31st March.

9.3 A statement of annual accounts representing one full year to the 31st March will be presented by the Treasurer at the Annual General Meeting.

9.4 Any payments drawn against club funds require the prior approval of both the Treasurer and the Chair or Secretary.

10. Amendments to the constitution

10.1 The constitution will only be changed through agreement by majority vote at an AGM or EGM.

11. Dissolution

11.1 A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

11.2 In the event of dissolution, any assets of the club that remain will become the property of a duly nominated charity.