

# Town and Country Harriers

## CONSTITUTION

### 1. Title

- a. The Club shall be known as Town and Country Harriers (hereinafter to be referred to as "TACH").

### 2. Objectives

The objectives of TACH shall be:

- a. To promote amateur athletics, namely: trail running, multi-terrain, fell running, cross-country and road running in Bristol and the wider community.
- b. to open up and promote off road routes for runners
- c. to negotiate access to private and public land for runners, directly and through intermediaries
- d. To provide regular opportunities for running including training and coaching for members
- e. To organise open, club, and club handicap running races.
- f. To organise teams to represent TACH in championships and leagues and in such other competitions as the Committee shall decide.
- g. TACH shall seek to be affiliated to national and regional amateur athletic bodies as the Committee consider appropriate in order to carry out the objectives of TACH.

### 3. Membership

- a. Membership of TACH shall be open to persons who are amateurs as defined by UK athletics governing bodies at that time, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. Children under the age of 16 attending training, races or any club activity must be accompanied by their parent or guardian who shall be entirely responsible for them. For young people age 16 or 17, a parent or guardian is to be entirely responsible for their attendance at all club activities.

**Comment [1]:**  
All from ARC with dates adjusted to match TACH constitution. Allows for junior membership.

- b. Each membership application must be made in writing or on-line using the standard application form on the web-site. The appropriate subscription must accompany the application for membership.
- c. Subscriptions must be paid for the current year before the member can compete for the club except where the club choose to waive this rule.
- d. Honorary life membership of TACH may be conferred upon any member by a majority vote of those present at an Annual General Meeting (AGM) in recognition of someone who has performed an outstanding service, or who has made an outstanding contribution to TACH.
- e. Any member wishing to resign from TACH must do so in writing or by email to the Secretary before the 1st September.
- g. Resignation shall be considered by the Committee within one calendar month of receipt and will be held as effective from the date of tendering. Resignations will not be accepted if the member is financially indebted to TACH, i.e. has not paid their subscription for the current year and acceptance of the resignation will be withheld until the debt has been discharged.
- h. The Committee shall have the power to suspend or exclude any member for contravention of this Constitution, documented rules or published codes of conduct that may exist at that time. In exercising these powers the Committee shall adhere to TACH's disciplinary procedures. Appeal against refusal or removal may be made to the members.

#### 4. Subscriptions

- a. Annual subscriptions shall become due for payment on 1st **October** each year, with the cost of membership approved by the previous AGM.
- b. TACH will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c. Members joining after the 15th August shall be deemed to have paid their subscription for the following year.
- d. Any member failing to make payment by 31st December shall cease to be entitled to the rights and privileges of membership and may be expelled provided that notice has been sent at least twice to the member's last known email address informing him/her of the proposed action.

**Comment [2]:**  
From ARC with dates adjusted to suit TACH

**Comment [3]:**  
was September

#### 5. CLUB COLOURS

- a. The colours of the Club shall be predominantly green. Details of the design will be decided upon by the Management Committee.
- b. Club colours must be worn by all competitors representing the club at every competitive meeting.

## 6. Management

a. The management of TACH shall be vested in a Committee that shall consist of the Chairperson, Treasurer and Secretary who shall be Officers of the Club together with a maximum of fifteen other members. All the foregoing shall be elected at the AGM and remain in office until the conclusion of the AGM of the following year.

**Comment [4]:**  
All from ARC but broadly similar to TACH although more extensive

**Comment [5]:**  
ARC suggest 10

b. The Committee shall meet at least four times a year. Five elected Committee members are required for a quorum for a Committee meeting to take place providing the Chairman or Secretary is also present.

c. All decisions will be by a majority vote, the Chairman shall have a casting vote in the event of a tie

d. The Committee shall have the power to fill vacancies if they arise and to co-opt members for particular projects and sub-committees, but co-opted members shall not have a Committee vote.

e. The Committee shall also have the power to establish any sub Committee deemed appropriate to assist in meeting the objectives of the Club, and to delegate to these sub Committees such duties as may be considered appropriate.

f. The Committee shall have the power to appoint individuals to perform specific duties on behalf of the Committee, and to delegate to those individuals such duties as they consider appropriate.

## 7. Annual General Meeting

a. The AGM shall be held in October, the date dictated by the practical circumstances applicable at that time.

**Comment [6]:**  
All from ARC and broadly similar to TACH except TACH requires notification on the website and does not require an annual report.

**Comment [7]:**  
was September

b. At the AGM the meeting will:

- i Receive the annual report of the Secretary.
- ii Receive the financial statements and the Treasurer's report.
- iii Elect the officers and the Committee for the ensuing year.
- iv Consider any amendment to the constitution of which due notice has been given to all members. Any proposed change to the constitution must be received by the

Secretary at least 14 days preceding the meeting in order that all members shall have sufficient notice of the proposal.

v Transact any other notified business.

c. At least 21 days notice shall be given to members of the date, venue and agenda items for the AGM.

d. All registered members of TACH at the meeting who are aged 18 years or more shall have one vote. In the case of an equality of votes the Chairman will have a second, casting, vote. Voting shall be by a show of hands except where the Chairman decides voting shall be by ballot.

### 8. Extra-Ordinary General Meeting

a. An EGM may be called by the Committee to discuss changes to the Constitution and Rules or any other TACH business too urgent to wait for the AGM.

b. An EGM must be called if 25% of voting members so petition the Secretary in writing or by email.

c. Three weeks notice of an EGM must be given to the all members by email or in writing together with the motion/s to be discussed. No other business shall be conducted.

d. Procedures for voting shall be as used for the AGM.

### 9. Finance

a. The financial year of the Club shall end on 31st August.

b. All funds belonging to TACH shall be deposited with a bank or building society in accounts that shall carry TACH's title. All accounts shall operate on two signatories, one of whom will be the Treasurer and the other either the Chair or the Secretary.

c. Expenditure above agreed budget levels may only be authorised at a Committee meeting.

### 10. Property and Funds

a. The property and funds of TACH cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in TACH.

b. TACH may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, travel expenses and other

**Comment [8]:**

All from ARC and similar to TACH although TACH requires 10 members rather than 25% to petition the secretary and a quorum of half the members

**Comment [9]:**

Mostly new from ARC with dates adapted to TACH. I have not included the TACH requirement to have audited accounts, nor the clause about auditors

**Comment [10]:**

New from ARC

ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

- c. TACH may also in connection with the sports purposes of the club:
- i Sell and supply food, drink and related sports clothing and equipment
  - ii Employ members and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present
  - iii Pay for reasonable hospitality for visiting guests
  - iv Make donations to relevant charities.
  - v. Indemnify the Committee and members acting properly in the course of the running of TACH against any liability incurred in the proper running of TACH (but only to the extent of its assets).
- e. The Committee will have due regard to the law on disability discrimination and child protection.

## 11. Winding Up

- a. The members may vote to wind up TACH if, at a properly convened general meeting, 75% or more of those present and voting support that proposal.
- b. The Committee will then be responsible for the orderly winding up of TACH's affairs.
- c. After settling all liabilities of TACH, the Committee shall dispose of the net assets remaining to one or more of the following:
- i To another Club with similar sports purposes which is a registered charity and/or
  - ii To another Club with similar sports purposes which is a registered CASC and/or
  - iii To TACH's national governing bodies for use by them for related community sports.

Comment [11]:  
New from ARC

## 12. Alterations to the Constitution

The Constitution may be altered but only by a resolution passed by two-thirds of those present and voting at an AGM or an EGM called for that purpose.

Comment [12]:  
All from ARC, similar to previous constitution

### 13. Priority

a. Interpretation of all the above rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002).

Comment [13]:  
New from ARC

### 14. Revision History

a. This Constitution was formerly adopted at the AGM held on xxxxx and replaces the club's original Constitution used since its formation.

Comment [14]:  
New from ARC