

# **Constitution of Carlisle Reivers Cycling Club**

## **1. Name of Club**

The club will be called CARLISLE REIVERS CYCLING CLUB (Hereinafter will be referred to as The Club) and may also be known as CRCC. Carlisle Reivers Cycling Club will be affiliated to British Cycling.

## **2. Aims and Objectives**

The aims and objectives of the club will be:

- To promote cycling in Carlisle and the surrounding area.
- To provide opportunities for both recreational and competitive cycling.
- To promote the physical benefits of cycling.

## **3. Membership**

- (a) Membership of the club is open to anyone interested in promoting, coaching, volunteering or participating in cycling, 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.
- (b) The Club may have different classes of membership and fees on a non-discriminatory and fair basis. The Committee will keep membership fees at levels that will not pose a significant obstacle to people participating.
- (c) All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations and codes of practice that the club has adopted.
- (d) Members in each category will pay membership fees, as determined by the Club Committee.
- (e) Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club Committee.
- (f) The Committee may refuse membership or remove it, only for good cause such as conduct or character likely to bring the Club or cycling into disrepute, including but not limited to, failure to adhere to the Sports Equity section of the Constitution. Such refusal or removal of membership shall not be determined until the individual concerned has been invited to be heard by the Committee.
- (g) Members may resign from being members of the Club at any time by sending an email to the Club Secretary.

#### **4. Sports Equity**

- (a) This Club is committed to ensuring that equity is incorporated across all aspects of its development. 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.*

- (b) 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.
- (c) The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
- (d) All Club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- (e) The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

#### **5. Committee**

- (a) The affairs of the Club shall be conducted by a Committee which shall consist of the following Officers: Chair, Vice Chair, Treasurer, Secretary, Welfare Officer and Ride Coordinator. Club Members can also join the Committee as Members without portfolio. Officers and other Committee Members shall be elected at the Annual General Meeting.
- (b) All Committee members must be members of the Club.
- (c) Elections for Committee roles shall be held at the AGM, voting is by hidden ballot and success determined by majority of votes cast.
- (d) All elected posts will have their Club membership fees waived.
- (e) Where only one member has registered their interest to take a specific Committee role they shall be appointed at the AGM without a vote.
- (f) The term of office shall be for two years, and members shall be eligible for re-election.
- (g) If the post of any Officer or Committee Member without portfolio should fall vacant after such an election, the Committee has the power to fill the vacancy by co-opting a Club

Member onto the Committee until the following Annual General Meeting, whereupon they can stand for election by the Members.

- (h) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the Club.
- (i) The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.
- (j) The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- (k) The Committee meetings will be convened by the Secretary of the Club and be held no less than 4 times per year.
- (l) All Committee Members have the right to vote at Committee Meetings.
- (m) The quorum required for business to be agreed at Committee meetings will be 3.

## **6. Finances**

- (a) The Club Treasurer will be responsible for the finances of the club.
- (b) The financial year of the club will run from 1<sup>st</sup> April and end on 31<sup>st</sup> March.
- (c) All club monies will be banked in an account held in the name of the club.
- (d) All Committee Members have the right to vote on any Financial Decisions.
- (e) Any cheques drawn against Club funds will require the signature of the Treasurer and the countersignature of either the Chair or Secretary.
- (f) Any proposal for expenditure from Club funds will be considered by the Club Committee.
- (g) The following limitations on expenditure and level of support are in place:
  - For expenditure up to £250 there needs to be a minimum of 60% support.
  - For expenditure between £250-£750 there needs to be a minimum of 80% support.
  - For any expenditure over £750 the proposal has to carry unanimous support.
  - In extraordinary circumstances, any 2 Club Officers can authorise a one-off payment up to £50, with the exclusion of expenditure on alcohol. They will justify their decision at the next Committee meeting.
- (h) The Club accounts shall be audited each year by either an external auditor (I.E., a person who is not a member of CRCC) or by one of the other Club Officers. The audited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

## **7. Annual General Meetings and Extraordinary General Meetings**

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.
- (b) The Club shall hold the Annual General Meeting (AGM) once in every calendar year and not more than 15 months after the last AGM to:
  - Approve the minutes of the previous year's AGM.
  - Receive a report from the Treasurer and approve the Annual Accounts.
  - Receive a report on the Club's activities since the previous AGM.
  - Consider any proposed changes to the Constitution.
  - Deal with other relevant business.
  - Elect the Officers on the Committee.
- (c) Notice of the AGM will be given by the club Secretary with at least 28 days' notice to be given to all members.
- (d) Nominations for Officers of the Committee will be sent to the Secretary prior to the AGM.
- (e) Proposed changes to the constitution shall be sent to the Secretary prior to the AGM, who shall circulate them at least 7 days before an AGM.
- (f) All members have the right to vote at the AGM.
- (g) The Chair or (in their absence) another Committee member shall preside.
- (h) The quorum for AGMs will be 10% of the membership.
- (i) The Chair of the Club shall hold a deliberative as well as a casting vote at general and Committee meetings.
- (j) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. The Committee shall also have the power to call an EGM by decision of a simple majority of the Committee members.
- (k) All procedures shall follow those outlined above for AGMs.

## **8. Amendments to the Constitution**

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

## 9. Discipline and Appeal


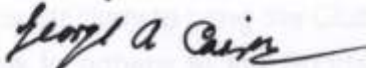
- (a) If complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- (b) The Committee will meet to hear complaints within 28 days of a complaint being lodged. The Committee has the power to take appropriate disciplinary action including the termination of membership.
- (c) The outcome of a disciplinary hearing should be notified to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.
- (d) There will be the right of appeal to the Committee following disciplinary action being announced. The Committee should consider the appeal within 14 days of the Secretary receiving the appeal.

## 10. Dissolution

- (a) A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the membership.
- (b) The Committee will then be responsible for the orderly winding up of the Club's affairs.
- (c) In the event of dissolution, all debts should be cleared with any of the Club's funds. Any assets of the Club that remain following this will become the property of another club with similar objectives which is a charity and/or to the Club's national governing body.

## 11. Declaration

Carlisle Reivers Cycling Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

<b>Name</b>	Neil Irwin
<b>Position</b>	Chair
<b>Signature</b>	
<b>Date</b>	19 <sup>th</sup> November 2025
<b>Name</b>	George A Cairns
<b>Position</b>	Secretary
<b>Signature</b>	
<b>Date</b>	19 <sup>th</sup> November 2025

v.1.7 Dated 19<sup>th</sup> November 2025