



1) Name and Objective

- 1.1 The club will be known as Gloucester Canoe Club with the aim of promoting the sport of Canoeing.

2) Membership

2.1 Eligibility

- 2.1.1 Any person who undertakes to behave in the best interest of the sport shall be eligible for membership.
- 2.1.2 Any person who joins the club agrees to abide by the Code of Conduct.

2.2 Class of Membership

Senior – Any persons aged 18 years or over.

Junior – Any persons under the age of 18 years.

- 2.2.1 Parent(s) or guardian(s) of Junior members will be required to sign a GCC 'Consent Form' and shall appraise themselves of the Clubs policies and procedures and ensure that their charge conducts him or herself in a manner compliant with the Clubs Policies and Procedures.

Family – This shall include a parent(s) or guardian(s) and at least one of their children, who must be under the age of 17 years.

2.3 Joining

Candidates wishing to join Gloucester Canoe Club shall complete the application form and submit it with the relevant payment to the nominated member of the committee. The power of acceptance rests with the Committee, who may refuse to accept any applicant without discussing the reason for doing so.

2.4 Joining Fee

Each applicant for membership shall, on acceptance of the application, pay a joining fee, the amount of which shall be decided by the members of the committee based on the class of membership detailed in paragraph 2.2

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2.5 Voting

- 2.5.1 Any paid-up member aged 16 years or over at the date of the meeting shall be eligible to vote
- 2.5.2 A Family membership is allowed 1 (one) vote.

2.6 Subscription

The rates of subscription shall be determined by the Committee and will be due on joining and, thereafter, on or before the agreed renewal date each subsequent year.

2.7 Termination of Membership

- 2.7.1 Any member violating rules or regulations of the Club or being adjudged guilty of unsatisfactory or disruptive conduct may, by resolution of the Committee, be suspended or expelled from Gloucester Canoe Club.
- 2.7.2 If a member has not paid their subscription within 1 (one) calendar month of the agreed renewal date, they will be deemed to have resigned from the Club. From the point of resignation, that person will be required to pay non-member rates at the pool venue and shall have no membership rights.
- 2.7.3 Following resignation, those who wish to renew their membership will be required to pay the Joining fee.

3) The Committee

3.1 Duties of the Committee

To regulate, plan and direct the business and affairs of the Club in the interest of the Club Members. To operate the Club within the confines of 'Common Law' and Club Policies and Procedures.

3.2 Qualifications for Holding Office

- 3.2.1 Other than the 'Youth Representative', only members over the age of 17 years shall be eligible for election to the Committee.

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3.2.2 For election to the post of Chairman the candidate must have been a member of the Club for a minimum of 2 (two) years.

3.2.3 For election to the post of Treasurer or Secretary, the candidate must have been a member of the Club for a minimum of 1 (one) year.

3.3 Operation of the Committee

3.3.1 The Chairman, Treasurer, Secretary, Health & Safety Officer and Welfare Officer will be elected to form the 'executive'.

3.3.2 The General Committee shall consist of;

- The Executive Committee
- Coaching Lead
- Club Equipment Officer
- Racing Lead
- Community & Groups Officer
- Tours Lead
- Social Events Officer

3.3.3 The terms of office shall be 1 year, and members shall be eligible for re-election.

3.3.4 The Committee shall meet regularly through the year, but not less than 4 (four) times in any one year.

3.3.5 Meetings of the Committee shall be called by the Secretary on instruction from the Chairman and shall consist of not less than 4 Committee members.

3.3.6 The Quorum for a meeting shall consist of not less than:

- The Chairman, OR his nominated Committee representative.
- The Secretary OR the Treasurer.
- Not less than 2 (two) other General Committee members.

3.3.7 The Committee may appoint ad-hoc members to the Committee for specific roles.



- 3.3.8 In the case of a casual vacancy among the committee, the said Committee shall appoint another eligible person to act until the next AGM.
- 3.3.9 In the case of the resignation of the Chairman, Treasurer or Secretary an EGM shall be convened as defined in 4.2
- 3.3.10 Any Committee member may resign giving one months' notice in writing to the Secretary.

3.4 Election of the Committee

- 3.4.1 Nomination for the posts on the Executive and General Committee's shall be put forward prior to or at the AGM
- 3.4.2 Officers must be nominated and seconded by separate members.
- 3.4.3 Where more than one member stands for a role, there shall be a vote by the members present at the AGM.
- 3.4.4 All members are entitled to vote on a one vote : one member basis.

4) General Meetings

- 4.1 The Annual General Meeting shall be held within 2 (two) calendar months of January of each year. A statement of accounts shall be presented at the meeting, made up to the December 31st of the preceding year.
- 4.2 An Extraordinary General Meeting shall be called on the instruction of the majority of the Committee upon resignation of the Chairman, Treasurer or Secretary; or on a requisition of at least 30% of the Club members eligible to vote.
- 4.3 Members shall be provided with 30 days' notice of the date, time and venue of the AGM.
- 4.4 Any motions for discussion at the AGM shall be lodged by the member at least 14 days prior to the date of the AGM.
- 4.5 At any General Meeting, a resolution put to a vote shall be settled by a show of hands, except in the case of more than one nomination being

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received for a role on the Committee; in which case the vote will be by secret ballot.

- 4.6 The Chairman, or in his absence, his elected representative from the Committee, shall preside over any General Meeting.
- 4.7 At all general meetings a Quorum shall consist of at least 25% of the members.
- 4.8 If after half an hour from the time of the appointed meeting, a Quorum does not exist, the meeting shall be adjourned and the Committee shall fix a time for another meeting. If a Quorum is not present after half an hour from the time appointed for an adjourned meeting, the members present shall form a Quorum.

5) Liability

- 5.1 The Committee shall manage the affairs of the Club. Financial or legal liability incurred in the rightful exercise of their office shall not, however be the personal liability of the Committee, but shall be the responsibility of the Club as a whole.
- 5.2 All members or other persons who attend Club tours or meets do so at their own risk, and neither the Club nor its officers can accept liability for any loss of injury of any kind sustained whilst on a Club tour or at a Club meet, wherever that may be.

6) Account Verification.

- 6.1 Every Annual General Meeting shall appoint a person not associated with the club who shall Independently Verify the Club accounts at least once a year to ascertain the correctness of the balance sheet and of the income and expenditure.
- 6.2 Account verification shall be evidenced by means of a letter attesting to the verification with Profit and Loss statement. The letter and statement shall be signed by both the Club Treasurer and the appointed 'Verifier'.



7) Club Activities

- 7.1 A Club Activity is deemed to be any activity organised by or lead by a Club appointed Official, Coach, Instructor, Leader or other persons deemed competent and appointed by the Committee. Appointment of Clubs Officials, Coaches, Instructors, Leaders or others person deemed competent shall be noted in the Minutes to Committee meetings or in the Minutes to the AGM.

8) Alteration of the Rules

- 8.1 The constitution shall not be altered, amended or rescinded except by General Meeting of the Club.
- 8.2) A resolution to give effect to a change shall be agreed by at least the majority of the members present at the General Meeting.

9) Distribution of Profits

- 9.1 In no circumstances can any profit be distributed to members, but any profits earned shall be contributed to a general fund for furthering the objects of the Club.

10) Termination

- 10.1 The Club shall not be terminated except by a resolution of a Special General Meeting convened for the purpose and in such an event; any surplus assets shall be handed over to a body or bodied with similar objectives or to a charity or charities.



11) Power of Decision

- 11.1 Any matter not provided for in this constitution, or any question over the interpretation of it shall be dealt with by the Committee whose decision will be final.

The Club hereby declares that this policy is adopted by the members and the committee of the Club and will implement this policy into the Club environment.

Ian Kershaw; Club Chairman 16th May 2018