



Stratford upon Avon Athletics Club

Stratford upon Avon Athletics Club operates as a Limited Company registered at Companies House under ref: Stratford upon Avon Athletics Club Limited - Company Number 9732367

The following constitution governs the day to day running of the club subject to the Articles of the Limited Company.

CONSTITUTION

1. NAME The name will be 'Stratford upon Avon Athletics Club'. ("The Club")
2. AIM The aim of The Club is to promote Athletics.
Note: To ensure clarity of intent the definition of 'Athletics' includes Multisport

3. MANAGEMENT

- a. The Board of Directors will consist of a Chairman, Secretary, and Treasurer and any Office Holders who the Executive agree who will be appointed Directors and registered with Companies House.
- b. The Board of Directors will be responsible and accountable for ensuring that the Company meets all required legal aspects.
- c. For all other aspects relating to the running of The Club, responsibility is designated to the Executive Management committee ("The Executive")
- d. The Executive will consist of Chairman, Secretary, Treasurer and other designated Members who will be elected at the Annual General Meeting ("AGM").
- e. The Executive has the power to select members to join The Executive, and to form a sub-committee as and when considered necessary but will always retain ultimate responsibility for making decisions.
- f. The Executive shall meet a minimum of six times per year.
- g. The quorum for The Executive at meetings is 4.
- h. All decisions will be by a majority vote. Chairman shall have a casting vote in the event of a tie.
- i. An Honorary President may also be chosen at the AGM.
- j. If a statutory audit is required, an auditor/s, who must not be a member of The Executive, must be elected annually by the AGM.
- k. The Chairman role will be for a maximum of 3 years, and the Chair will be replaced by the Vice Chair who will have served in post for 6 months.
- l. Members joining The Executive will provide 3 months written notice when leaving The Executive.

4. CLUB EQUITY STATEMENT

The Club is committed to ensuring that equity is incorporated across all aspects of its normal running practices and development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

- a. 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.

5. MEMBERSHIP

- a. Application for membership shall be made by applying via the club website.
- b. The membership subscription will be approved annually by the Executive.
- c. Subscriptions must be paid for the current year before the member can compete for The Club.
- d. The Club will pay the appropriate accreditation fees to England Athletics and other appropriate bodies and obtain an England Athletics URN for the member (required to compete).
- e. To resign for the purpose of joining another club, the member shall inform the Membership Secretary in writing and appropriate forms must be completed and submitted to England Athletics for approval.
- f. Any member cancelling or failing to pay the subscription shall be considered to have resigned the club at the point of cancellation (with immediate effect). The Club will not reimburse any part subscription unused.
- g. Any member guilty of misconduct may be subject to the disciplinary procedure detailed in paragraph 11.

6. SAFEGUARDING & WELFARE POLICY

The Club's Safeguarding & Welfare Policy is built upon the current England Athletics 'Safeguarding & Welfare Policy for Athletics'.

- a. The club is committed to creating and maintaining the safest possible environment for all members including children and vulnerable adults to practice Athletics.
- b. All coaching is by UK Athletics or British Triathlon qualified coaches who are trained and have been screened by the Disclosure & Barring Service (DBS) for their suitability for working with young and vulnerable people.
- c. All concerns, allegations or reports of poor practice / abuse relating to the welfare of any member will be recorded and responded to swiftly and appropriately in accordance with the Club's Welfare policy and procedures.
- d. The Club's Welfare Officers are the lead contact in the event of any welfare concerns.

7. ANNUAL GENERAL MEETING

The AGM will be held annually. Preceding the AGM the Chairman's report and accounts will be sent to all members.

At the AGM the following business undertaken:

- a. Questions will be taken on the Chairman's report.
- b. Questions will be taken on the accounts (audited if a statutory requirement).
- c. The officers will be elected.
- d. Motions to be discussed must be submitted to the Secretary at least two weeks before the meeting. These will be added to the agenda and circulated in advance of the AGM.
- e. Standing orders or rules may be changed by a two thirds majority decision.
- f. Twenty full members will constitute a quorum.
- g. Eligibility to vote will be for all members in the Member database who are over the age of 16, or where the member is 16 or under, the parents of the member may cast one vote.
- h. The Chairman shall have a casting vote.

8. CLUB COLOURS

- a. The Club's colours will be a yellow vest with a horizontal black band and black shorts.
- b. Club colours must be worn by all members competing for the Club at every event for which they have paid the entry fee as an affiliated member, and at all other times when representing the club.

9. AMENDMENTS TO CONSTITUTION

- a. The Committee, by a two thirds majority at a quorum meeting, may propose amendments to the Constitution.
- b. The changes may be made only at the AGM or an extraordinary general meeting called for that purpose. Four weeks' notice must be given for an EGM.
- c. A quorum consists of twenty full members. If the motion is passed by two thirds majority the amendment to the Constitution will be adopted.
- d. Alternatively, 10 full members may petition the Secretary in writing to call an EGM in which the conditions in 9 (a) will apply with respect to calling the meeting and voting at it.
- e. Voting rights as at the AGM will apply.

10. DISSOLUTION

- a. The Committee, by a two thirds majority at a quorum meeting, may decide to dissolve the Club. They must then call an EGM giving 4 weeks notice to all club members. If the motion is passed by a two thirds majority The Club is then dissolved.
- b. Alternatively, 10 full members may petition the Secretary in writing, to call an EGM in which the conditions in 10 (a) will apply with respect to calling the meeting and voting at it.
- c. Voting rights as at the AGM will apply.
- d. Upon dissolution any funds remaining after all debts have been met will be donated to Warwickshire County Athletics Association to be used in the furtherance of Athletics.

11. DISCIPLINARY & GRIEVANCE PROCEDURE

The club has adopted the England Athletics Disciplinary and Grievance procedure.

- a. Complaints regarding any allegation of misconduct or breach or alleged breach of club policies or misconduct of club members should be submitted in writing to the Club Secretary.
- b. Where the matter relates to the Club Secretary, submit the complaint to the Club Welfare Officers.
- c. The content of a complaint shall include specific details and evidence in relation to the infringement of club policies or any other offence or misconduct carried out during or in association with Athletics activities which might reasonably be considered as bringing or having the potential to bring the Club into disrepute.
- d. See the Policy on the club website for the process and timings.

Note: Misconduct means adverse physical, mental or sexual conduct, harassment, bullying, discriminatory language, theft, criminal activities or any activity by an individual member which could bring the club into disrepute.

12. THIS CONSTITUTION was adopted at an AGM held on: 19th March 2025

Signed: Sarah Bland Acting Chair

Paul Faithfull Secretary

Revisions

Revision Number	Date	Approved by	Changes
1.0	11/03/20	Exec, AGM	Initial document
2.0	22/07/24	Exec, AGM	Paul Faithfull: Name changed from Athletic to Athletics Club to align with legal entity
2.1	14/10/24	Exec for AGM	Paul Faithfull: Specific web address removed to prepare for domain transfer Subscription made more generic than Direct Debit allowing for potential future changes in payment method Added clarification text on cancellation of membership being immediate when subscription not paid or cancelled (point 5.f.) AGM date (specified month) removed and made annual Reference to members database to include volunteers/coaches etc.
1.3	12/02/25	Exec, AGM	Paul Faithfull : Font updated to match club format (Sen). Logo updated to Athletics Club logo. Triathlon updated to Multisports to cover Duathlon etc. 3.a. Removed specific requirement for 3 additional Directors on the Board 3.d. Altered word Director to Member – Director implies Director of the Limited Company. 3.e. Removed 'co-opt extra members up to a limit of three; and' which implies limits on the Executive membership and replaced with 'has the power to select members to join The Executive' 3.k Added 3.l Added 5.g. Removed reference to Note 1 which does not exist in the document. 6. Removed duplicate text 'As an Athletics club we are committed to creating and maintaining the safest possible environment for young people to practice Athletics whilst at the club.' Which duplicates point 6.a. 7. AGM – added 'Preceding the AGM the Chairman's report and accounts will be sent to all members. '. Updated wording to not present reports at AGM but take questions on reports. Signatories updated to current Chair and Secretary Added Revision Log