



Milton Keynes Rowing Club

Constitution Rules & Safety Principles

Revised October 2009



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1 Name

The Club shall be known as the Milton Keynes Rowing Club hereinafter known as THE CLUB.

2 Objects

The objects of the Club are to promote the sport and recreation of rowing.

3 Membership

3.1 Classes of Membership

The club has the following classes of membership and sets subscription rates on a non-discriminatory and fair basis.

Full Members.....	18 and above (12 months)
Taster Members.....	18 and above with previous rowing experience (2 months)
Learn to Row Members	16 and above (8 week beginners course)
Junior Members	Under 18. Membership to be granted subject to the parent or guardian signing an undertaking that the Club shall act 'in loco parentis'
Unwaged/ Student (full-time at home)	Either in full time education, unemployed or retired
Student (full-time away)	In full time education
Circuits	Do not have use of club boats (Sept to March)
Cox	£0

3.2 Election

Membership of the club shall be open to anyone interested in the sport of rowing on application, regardless of gender, 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.

3.3 Rules of Membership

Applicants for membership, and members renewing their membership, will abide by the rules and regulations of the Club and the sport of rowing.

3.4 Refusal of Membership

If it is considered by the Club committee that the granting or renewal of membership would be detrimental to the aims and objectives of the Club by virtue of conduct or character likely to bring the Club or the sport of rowing into disrepute, or for some other similar good cause, the Club committee shall be entitled to refuse or withdraw such membership. In doing so the committee shall provide full reasons for their decision and grant a right of appeal.

3.5 Restriction

A person who has been expelled from, or refused membership of, the Amateur Rowing Association, shall not be eligible for membership.

4 Equal opportunities policy

The Club will ensure that the talents and resources of all members are utilised to the full and that no member receives less favourable treatment on the grounds of gender, disability, marital status, creed, social class, colour, ethnic group, age or sexual orientation or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

5 Child protection procedures

The Club accepts the policy and procedures relating to Child Protection, as set out by the ARA, and requires all members to accept them as a condition of membership.

6 Entrance fee

Each applicant for membership shall, if his/her application be accepted, pay an entrance fee, the amount of which shall be determined by the members in General Meeting. Any member who has not paid their subscription by one calendar month after the date the subscription becomes due, will need to re-apply and pay the entrance fee.

7 Subscription

The rates of subscription shall be determined by the members in General Meeting and shall be due on election and thereafter, on or before 30th September each year.

8 Cessation of membership

8.1 Resignation

Any member may resign giving one month's clear notice in writing to the Secretary.

8.2 Violation of Rules

Any member violating any of the rules or regulations of the Club or being adjudged guilty of unsatisfactory conduct may, by resolution of the Committee, be suspended or expelled. Any member so suspended or expelled may appeal to a Special General Meeting if such an appeal is sponsored by not less than 50 per cent of the members present who are entitled to vote.

8.3 Resigned

A member shall be deemed to have resigned from the Club if, after due notice in writing, he/she has not paid the annual subscription one calendar month after it is due.

9 Disqualification from holding office

9.1 Eligibility

Only members entitled to vote are eligible to hold office.

9.2 Under 17

Any member who is under the age of 17 years, shall not be eligible for election to the Committee of the Club

10 Committee

10.1 Members

The Committee shall conduct the affairs of the Club as a whole and shall consist of a Chairperson, Secretary, Treasurer, and other Officers as deemed necessary, together with up to five ordinary members with a minimum of three. The Committee shall have the power to co-opt up to three further members but co-opted members shall have no right to vote at Committee meetings.

10.2 Nominations

Nominations for the position of Chairperson, Hon. Secretary, Hon. Treasurer and other Officers shall be received at the AGM.

10.3 Vice Chairman

The Committee shall elect a Vice-Chairperson from among its number.

10.4 Term

The term of office shall be for one year, and members shall be eligible for re-election.

11 Duties of committee

11.1 Chairperson

The Chairperson will preside at all General meetings of the Club and at all meetings of the Committee. He or she shall be responsible for guiding the activities of the Club in accordance with its general policy as expressed by the majority of its members. The Chairperson shall represent or arrange for the representation of the Club at ARA regional level and at meetings of other organisations. He/she shall ex officio be a member of any other committee of the Club.

11.2 The Captain

The Captain will be responsible for training, coaching and representation of the Club in competitions.

11.3 Hon. Secretary

The Hon. Secretary will be responsible for the Organisation of meetings of the Committee and of the Club, and the recording of the minutes relating to such meetings and all correspondence relating to the general business of the Club.

11.4 Hon. Treasurer

The Hon. Treasurer will be responsible for the collection of all monies and shall keep such books of account as required by the General meeting. The Hon. Treasurer shall audit the books annually and shall produce at the AGM accounts showing the financial state of the Club accompanied by the Auditor's report.

12 Club committee

12.1 Responsibility

The committee is responsible for the general conduct of the Club's business and activities.

12.2 Regular Meetings

The Committee shall meet at regular intervals during the year, as required by the business to be transacted.

12.3 Special Meetings

Special meetings of the Committee shall be called by the Hon. Secretary on instructions from the Chairperson, or not less than three committee members.

12.4 Quorum

A quorum shall consist of not less than five members.

12.5 Absent Members

In the case of casual vacancy among the Committee, the said Committee shall be entitled to appoint another eligible person to act until the next AGM.

13 General meetings

13.1 AGM

An Annual General Meeting shall be held in the Autumn of each year. There shall be laid before the meeting a statement of accounts made up to the 31st day of the month of August immediately preceding.

13.2 EGM

An Extraordinary General Meeting shall be called on the instructions of a simple majority of the Committee, or on a requisition signed by not less than 10 of the members of the Club entitled to vote.

13.3 Notice

Not less than 21 days clear notice shall be given, specifying to all members the time and business of the General Meeting.

13.4 Motions

Motions for discussion at Annual General Meetings not of origin from within the Committee, shall be lodged with the Hon. Secretary at least 30 days preceding the AGM, and signed by two members entitled to vote.

13.5 Voting

At any General Meeting, a resolution put to the vote of the meeting shall be decided by a show of hands, of those entitled to vote. Voting for positions on the committee will be by a secret ballot.

13.6 Presiding

At all General Meetings the Chairperson will preside or, in his/her absence, a Chairperson for the meeting will be elected by the voting members present.

13.7 AGM Quorum

At all General Meetings not less than eight members of the Club entitled to vote shall constitute a quorum.

13.8 Absences of Quorum

If after half an hour from the time appointed for the meeting, a quorum is not present, the Meeting, if called at the request of the members shall be dissolved. In any other case, the Meeting shall be adjourned until a time and place to be fixed by the Committee. If a quorum is not present within half an hour from the time appointed for an Adjourned Meeting, the members present shall be a quorum.

13.9 Accidental Omission

Accidental Omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any member shall not invalidate the proceedings of a meeting.

14 Liability

The General 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.

15 Voting

Only members over the age of 17 years are entitled to vote at all meetings.

16 Alteration of the constitution

16.1 Alterations

This constitution shall not be altered, amended or rescinded except by a General Meeting of the Club.

16.1 Alterations

A resolution to give effect to a change must be passed by at least 75 per cent of the members present at the General Meeting, and voting on this behalf.

17 Auditor

Every Annual General Meeting shall appoint an Hon. Auditor who shall at least once in every year examine the Accounts of the Club, and ascertain the correctness of the income and expenditure accounts of the balance sheet.

18 Distribution of profits

In no circumstances can any profit be distributed to members, but any profits earned shall be used in furthering the objects of the Club.

19 Termination

The Club shall not terminate 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 bodies with similar objects or to a charity or charities agreed by the meeting which formally terminates the Club.

20 Power of decision

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 shall be final.

21 Safety

The Committee shall appoint a member to act as Safety Advisor whose duty it will be to understand the requirements of the ARA Code of Practice for Water Safety and advise on their prominent display, their observation and their implementation at all times.

22 Declaration

Each member upon joining shall sign the following declaration:

Name:

I agree to be bound by the constitution and safety rules.

Upon acceptance into membership of the Milton Keynes Rowing Club I understand that rowing is undertaken at my own risk. I confirm that I do not suffer from any disability or medical condition which may render me unfit for strenuous exercise. *

I also confirm that I am able to swim a minimum of 100 metres (ROSPA recommended standard).

Signed:

Parent/Guardian (if under 18)

* Should a medical condition exist, this will not necessarily preclude you from membership/participation, but it must be declared. Should you be in any doubt, advice should be sought from your family doctor.