

# **Salcombe Estuary Rowing Club**



## **Constitution (2011 revision)**

### **1. Name**

The name of the club shall be the Salcombe Estuary Rowing Club (hereinafter referred to as "the Club").

### **2. Club Objective**

The object of the Club is to promote, teach and facilitate the sport of rowing, both competitive and non-competitive, for all ages, including the acquisition of boats and other assets as deemed necessary.

### **3. General Committee**

- (i) The General Committee of the Club shall consist of the Officers, and not less than nine members and not more than seventeen members
- (ii) The Officers of the Club shall consist of a Chairman, Vice Chairman, Treasurer and Secretary. In the event of an Officer giving up office during the year, a replacement will be elected by the General Committee.
- (iii) All members of the General Committee must be senior members of the Club.
- (iv) A quorum for a meeting of the General Committee shall consist of half of the committee members including at least two officers.
- (v) If a General Committee is not formed, then the trustees (see 10) will assume responsibility for the running of the club for a maximum of 6 months. If a General Committee has still not been formed after this time, then the Club will be disbanded by the trustees.
- (vi) The Committee are empowered to co-opt a new committee member in the event of the following circumstances. Any member so appointed must retire at the next Annual General Meeting but they may be elected as a member of the Committee at that meeting.
  - a) The number of general members of the Committee falling below the total elected by the AGM.
  - b) A new and significant role within the Club is identified by the committee which requires a new Committee post.
  - c) To appoint to a vacancy not filled at the Annual General Meeting.
- (vii) Minutes of all proceedings of the Committee must be taken and be open to inspection by any member of the Club on application to the Secretary.
- (viii) All members of the Committee shall have one vote regardless of the number of posts that they are fulfilling.

### **4. General Committee Duties**

- (i) The administration of the club.
- (ii) Responsibility for the assets of the Club, including the running and maintenance of any boats owned by the Club
- (iii) Control of the funds of the Club, ensuring that funds and assets are applied solely for the purposes of advancing the objectives of the club and are not in any way distributed in cash or in kind to members.
- (iv) To make such Rules and Regulations of the Club as they shall from time to time think fit.

## **5. Membership Categories**

There shall be the following categories of membership with power to vote at all General Meetings of members as indicated:

- (i) Senior Member – being an individual over the age of 18 on 1 April who shall have one vote
- (ii) Student Member – being an individual over the age of 18 on 1 April in full time education who shall have one vote
- (iii) Junior Member – being an individual below the age of 18 on 1 April who shall not have a vote
- (iv) Family Members – a family membership consists of the parents, and individuals under 18 on 1 April of one family. Each parent shall have one vote
- (v) Single Parent Family Member – this membership category is for a single parent, and individuals under 18 on 1 April of one family. The parent shall have one vote
- (vi) Friend – being a non-rowing individual keen to support the objectives of the club, who shall have one vote.

## **6. Equal Opportunities Policy**

The club shall 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, ethnicity, age or sexual orientation or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

## **7. Child Protection Procedures**

The club accepts the policy and procedures relating to Child Protection, as set out by the Cornish Pilot Gig Association (CPGA), and requires all members to accept them as a condition of membership. The CPGA documentation is kept up to date and is held by the chairman and is available for inspection by any member.

## **8. Membership Rules**

- (i) Members shall pay annual subscriptions as determined by the General Committee from time to time.
- (ii) These subscriptions shall be due on 1 February each year and only paid up members are entitled to vote at meetings
- (iii) Membership is non-discriminatory and is open to all interested in supporting the objectives of the club.
- (iv) Every member upon admission and thereafter is deemed to have notice of and, by implication, undertake to comply with the Constitution of the Club, the Club Rules (if any), and any Rules or Regulations set out by any Association to which the Club is affiliated
- (v) Any member who refuses to accept 6 (iv), or conducts him/her self in a way which, in the opinion of the General Committee, is either unworthy of a member or otherwise injurious to the best interests of the Club shall render him/her self liable to expulsion by the General Committee. In this instance, the member would not be entitled to any refund of subscriptions paid.
- (vi) Any member of the Club who enters into any transaction involving the use of the Club's funds without approval from the General Committee may be personally liable for any debts that arise.
- (vii) Members agree as a condition of membership that committee members have no personal liability to members for any action or omission either individual or collective

## **9. General Meetings**

- (i) An Annual General Meeting shall be held each year on a date to be fixed by the General Committee, by giving no less than 14 days notice, in writing, to paid up members. The gap between these meetings must be no less than 11 months and no greater than 15 months.
- (ii) The General Committee may call a Special General Meeting at any time by giving no less than 21 days notice, in writing, to paid up members setting out the purpose of the meeting
- (iii) A group of no less than 10 paid up members who are entitled to vote may request, in writing and signed by all such members, the General Committee to call a Special General Meeting
- (iv) A quorum for General Meetings shall consist of two Officers and 20 other paid up members, unless the number of paid up members is less than this, when the requirement will be 50% of such members
- (v) Changes to the Constitution may only be made at a General Meeting called in accordance with the rules above
- (vi) Votes at meetings of the club may be cast in person or by proxy

## **10. Safety**

- (i) The committee shall appoint a member of the committee to act as Safety Advisor and that person is responsible for preparing safety procedures and ensuring that they are known by those who have day to day responsibility for club activities. For avoidance of doubt that is the cox of any gig on the water, unless the cox has relinquished control of the gig to someone else who accepts responsibility and the adult leader of any small boat session for children.
- (ii) Members who take out small boats are responsible for their own safety on the water and should consult the Safety Advisor if in any doubt or for general guidance.
- (iii) Any person towing a club boat on a trailer is responsible for so doing.

## **11. Club Facilities and Exclusion of Liability**

Members of the Club and their guests' use the facilities provided by the Club entirely at their own risk, and by implication accept that:

- (i) The Club will not be liable for any damage to or loss of property belonging to members or their guests.
- (ii) The Club will not be liable for personal injury arising out of use of facilities of the Club, sustained or caused by members or their guests, or caused by members or their guests, whether or not such injury could have been attributed or was occasioned by the neglect, fault or negligence of any of them, or the General Committee.
- (iii) Guests and non-members may row in the club boats on four occasions in any one year, but must be accompanied by a club member. Thereafter they would be expected to become a full member before rowing again.
- (iv) The club accepts its obligations to minors and junior members, but parents who join their children as members do not thereby pass any part of their parental responsibility to the club or any member of its committee.

**12. Trustees**

- (i) There shall be at least 3 and not more than 4 trustees of the Club, who will have the following duties:
  - a) In the event of the Club disbanding, the trustees will become responsible for the Club's assets and, having met any liabilities from these assets, will apply any remaining balance for the benefit of another Community Amateur Sports Club within the area of South Hams District Council.
  - b) In the event of no General Committee being formed or the General Committee being disbanded, the trustees will assume temporary responsibility for the running of the Club until a General Committee is formed. If a General Committee is still not formed after 6 months, then the club will be disbanded.
  - c) If in the opinion of the chairman there is a major split in the club incapable of resolution the chairman may dissolve the committee, in which case the trustees will assume responsibility for holding elections to form a new committee, or if they decide this is impracticable, for disbanding the club.
- (i) The trustees will have no responsibility for the running of the Club In normal circumstances, unless they hold any other position within the Club.
- (ii) The trustees are: Mr J Gunstone, Mr M Fice, Mr G Shove, Mr C Spencer Chapman,
- (iii) In the event of the retirement or death of any trustee the appointment of a new trustee shall be decided upon at an Annual General Meeting or a Special General Meeting of the club.
- (iv) New trustees must be proposed by the trustees, the General Committee or ordinary members.
- (v) The trustees must be fully paid up members of the Club.
- (vi) The trustees shall have no personal liability for any debts of the Club and shall be indemnified by the General Committee against any liability, costs, expenses or payments properly incurred or made by them
- (vii) The title of all real assets of the club shall be vested in the trustees. At every AGM the club shall review the position of the trustees and if any change is made ensure that the necessary alteration is made at HM Land Registry.

**Adoption:**

This constitution was adopted by the club membership at the Annual General Meeting on 15<sup>th</sup> November 2011.

Signed by the officers of the club:

<b>Signature</b>	<b>Name, Title</b>	<b>Date</b>
.....	Justin Harmer, Chairman	.....
.....	[vacant], Vice Chairman	.....
.....	Sophie Clayton, Secretary	.....
.....	Julia Wingate, Treasurer	.....