

Axe Vale Canoe Club (AVCC)

Axe Vale Canoe Club
The Club House
Axmouth Harbour
Devon

CONSTITUTION OF THE AXE VALE CANOE CLUB

1. **NAME:** The Club shall be known as **THE AXE VALE CANOE CLUB**, hereinafter known as The Club.
2. **VISION:** To promote the enjoyment of Paddlesports safely to all.
3. **MEMBERSHIP:**
 - a) *Qualification* - Any person who undertakes to behave in the best interest of canoeing shall be eligible for membership 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) *Classes of membership* – Will be at the discretion of the Management Committee.
 - c) The Management Committee may refuse membership or expel from membership only for good and sufficient cause, such as conduct or character likely to bring the Club or sport into disrepute. Appeal against such a decision may be made to the Club's members and decided by majority vote.

4. **SUBSCRIPTION:**

The rates of subscription shall be recommended by the Management Committee and confirmed at the Annual General Meeting, and shall be due on election, and thereafter, on or before 1st April in each year.

5. **MANAGEMENT:**

- a) The Club shall be governed by a Management Committee hereinafter known as the Committee, which shall consist of not less than 5 and not more than 10 people elected annually but who shall be eligible for re-election*.
- b) The Committee shall be responsible for appointing 4 Trustees; these will normally be the Chairperson, Treasurer, Secretary and one other member of the Club.
- c) The Committee is responsible for the general conduct of the Club's business and activities.
- d) The Committee shall have the power to co-opt additional persons to support and have specific responsibilities e.g. premises, publicity etc, and may appoint sub committees.
- e) The Committee shall meet not less than 4 times in each year, and at such other times as may be deemed necessary and at any meeting 5 members present shall constitute a quorum; the Chairperson shall have an additional casting vote.

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- f) The Committee shall appoint a Hon. Auditor who shall at least once in every year examine the Accounts of the Club to ascertain the correctness of the income and expenditure accounts, and of the balance sheet.
- g) The Chairperson will be responsible for the formulation and implementation of a 3 year Development Programme.
- h) The Chairperson or representative will convene a consultative meeting twice yearly with the youth members of the Club

6. **GENERAL MEETINGS:**

- a) The Committee shall convene not later than the month of April in each year at an Annual General Meeting. All members of the Club are invited to attend.
- b) The Committee shall present to the meeting an Annual Report and an audited statement of accounts.
- c) The Chairperson of the Committee shall act as the Chairperson of the Annual general Meeting and shall have an additional or casting vote.
- d) The Annual General Meeting shall elect by ballot or otherwise a Committee* and appoint a Chairperson, Deputy Chairperson, Hon. Secretary and Hon. Treasurer. All members of the committee shall serve no more than seven years consecutively in any one particular role.
- e) Matters requiring a decision 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 be signed by 2 members entitled to vote.
- f) 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 one-third of the members of the Club entitled to vote.

7. **VOTING:**

Only full members, and members over the age of 16 years are entitled to vote at all meetings.

8. **LEADERSHIP:**

The Committee at its discretion may appoint suitable adults as Leaders to be responsible for sections, or particular disciplines within the Club. The committee at its discretion may appoint a President, a long-standing member to take an objective overview of the club.

9. **COACHING SUPPORT TEAM:**

The Committee shall appoint annually a Coaching Support Team chair who will then select a team to make up the CST for that year, with the approval of the Committee. The duty of the CST will be to initiate and maintain a general programme of activities and training courses in accordance with the objectives of the Club.

10. **CONSTITUTION:**

This Constitution shall not be altered or amended except at an Annual General Meeting or Special General Meeting convened for the purpose, following upon 21 days notice of the proposed alterations or amendments, which to be effective must be accepted by two thirds majority of those present and voting.

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11. **INCOME:**

- a) The Income and Property of the Club shall be applied solely towards promoting the Club's vision set out herein.
- b) Where the Committee has agreed that the club applies for and maintains Community Amateur Sports Club (CASC) registration, the financial rules of CASC status as defined by HMRC shall be adhered to.
- c) Existing club funds cannot be given to other charities except on Dissolution.
- d) The Committee can determine how to dispose of unwanted equipment (e.g. dispose, recycle, sell, donate to another canoe club, etc.). The decision to dispose, recycle or sell may be delegated to the CST.
- e) The Committee shall approve all significant purchases or services required by the club. Small value purchases to maintain the smooth running of the club or to satisfy urgent needs that cannot await the next Committee Meeting may be delegated to the responsible Committee member; such purchases (or sequences thereof) shall be subject to the approval of at least two of the Principle Committee Officers in each case.
- f) The Committee may decide in advance of a specific organised event that the event be held in aid of one or more nominated charities and determine the proportion of the event's profits that are given to those charities.

12. **LIABILITY:**

The Management 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 jointly and severally the responsibility of the members of the Club as a whole.

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 any liability for any loss or injury of any kind sustained at headquarters or whilst on a Club tour, meet or other activity.

13. **RULES:**

The Management Committee shall be empowered to draw up rules for the safe conduct of canoeing activities, to include the following:

- a) All club members must abide by the Harbour Management Committee By-Laws.
- b) All members must abide by the Club's Code of Conduct displayed in Club House and Club's website.
- c) All coaches and members to be aware and follow Club risk-assessments.

14. **WINDING UP:**

The affairs of the Club shall not be wound up except at an Extraordinary General Meeting especially convened for the purpose, following 21 days notice of the proposal, and to be effective shall be supported by two-thirds majority of those present and voting.

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15. **DISSOLUTION:**

In the event of the dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies:

- a) A registered charitable organisation(s)
- b) Another Club registered with CASC
- c) The sport's national governing body for use by them for related community sports

* Principle Committee Officers are:

President
Chairperson
Deputy Chairperson
Treasurer
Secretary
Coaching Chair

Supporting Officers:

Safeguarding
Events, Communications and Publicity
Premises
Safety Officer
Co-opted Officer

Angela Quick August 2021
Approved at September 2021 Extraordinary AGM