

Preston Park Youth Cycle Club - Constitution

1. NAME

The name of the Association shall be: PRESTON PARK YOUTH CYCLING CLUB (PPYCC)

2. PURPOSE and OBJECTS

The main purposes of the club are to provide facilities for and to promote participation in the amateur sports of cycling in Brighton.

To provide the necessary facilities for the promotion of cycling, for school age children, as a way to keep fit, have fun, simple maintenance of a bike and to be safe while on a bike.

To enable parents to have access to affordable, reliable coaches for their children.

To provide children with new, or enhance existing, bike skills, both on a race track and off-road.

3. POWERS

To further the objects but, not otherwise, the Management Committee, hence after referred to as the 'Committee,' may exercise the following powers:

- to raise funds and receive contributions from any persons whatsoever by way of subscription, donation, grant, legacy and otherwise;
- provided that the committee shall not undertake any permanent trading activities in raising funds and will conform to any requirement as by law;
- to employ paid or voluntary staff on such terms and conditions of employment as the committee shall determine, to assist in the attainment of the said objectives.
- to form links and co-operation with any relevant education authority or establishment in order to advance objects;
- to form relationships and co-operation with other charities, voluntary and statutory bodies in furtherance of the objects;
- to do all such other lawful things which are deemed necessary to attain the objects.

4. MEMBERSHIP OF THE CLUB

Membership of the club shall be open to anyone interested in the sport, regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, the club exists to provide coached activities for youth cycling, and limitation of membership according to available facilities is allowable on a non-discriminatory basis.

The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

The Club Committee may refuse membership, or remove it, only for the good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

5. MEMBERSHIP OF THE COMMITTEE

Membership of the committee shall be open to all parents and guardians regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, of children who are on the attendance register of The Club and to other persons who are deemed seriously interested in furthering the work of The Club.

Honorary officers

At the Annual General Meeting (AGM), the committee shall elect a Chairperson, a Secretary and a Treasurer from the committee who are a full, eligible member.

6. MANAGEMENT COMMITTEE

The committee shall consist of three Honorary Officers and not less than three nor more than six other members of The Club elected by the AGM.

If in complete agreement, the committee may co-opt interested individuals or representatives of statutory or local voluntary agencies to serve on the committee in an advisory capacity, provided that no such co-opted member shall be entitled to vote.

Honorary Officers and committee members shall hold office until the conclusion of the AGM next after their election or co-option, as the case may be but shall be eligible for re-election or re-option.

The committee shall meet three times per year.

The committee secretary who will record all proceedings and resolutions of the committee shall keep minute books.

If a sub-committee, containing one committee member, is required the committee shall determine its formation, duration, composition and terms of references. All acts and proceedings will be recorded and reported back to the committee for approval.

7. QUORUM

A quorum, i.e. the minimum number of assembled members before business can be discussed outside a regular meeting or annual meeting, will constitute three members, with at least one being an Honorary Officer of the Committee.

8. ANNUAL GENERAL MEETING

The first general meeting of the Club shall be held not later than October 31st and once a year thereafter or not more than 15 months after the holding of the preceding AGM at a place as the committee shall determine.

The Secretary shall give notification of a General Meeting in writing to all members not less than 28 days prior to the meeting.

At such AGM the business shall include:

- The receipt of the Annual Report and the Accounts for the preceding year from the committee.
- The appointment of an auditor or auditors.
- The election of the Honorary officers and the members (other than co-opted members) to serve on the committee.
- The transaction of such other matters as may from time to time be necessary.

VOTING

- A vote and a simple majority of those presents will decide Questions/ conflicts arising at the AGM. No person will exercise more than one vote but in the case of an equality of votes; the Chair or the member chairing the meetings will have the second or casting vote.
- A member of The Club shall be entitled to appoint a proxy, who shall also be a Club Member, to attend to exercise their vote, in addition to his/her own vote.

AGM QUORUM

- If required a quorum shall be one quarter or more of the total current Club membership, which is to include at least two Honorary Officers as, determined.

9. SPECIAL MEETINGS

The committee may at any time call a special meeting after receiving written requests from no less than eight members.

The Secretary shall within 21 days of receiving a written request to do so by the above numbers, giving reasons for the request, call a special general meeting advising the date, time and venue.

10. FINANCE

The "financial year" shall mean the period 1st March to 28/29th February inclusive.

Accounts and Annual Reports/Annual Return

The Funds of the organisation will be applied to the furtherance of the objects. No member shall receive payment except for the services, which the committee considers reasonable and proper out-of pocket expenses.

All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

The Treasurer shall keep written and proper accounts of The Club and prepare accounts for the last financial year, which will be submitted at the AGM.

The auditors appointed at the AGM will audit the accounts at least once a year.

A bank or building society account will be opened in the Club's name. The Management Committee will appoint three signatories, one of whom will be an Honorary Officer, to sign cheques to be signed by no less than two signatories.

Under no circumstances are any contracts/liabilities to other companies or organisation to be entered into without the prior agreement of the committee.

The committee shall comply with their obligations under the Charities Act 1992 (or any statutory re-enhancement or modification of that Act) with regard to the preparation of an Annual Report/Annual Return and its transmission to the Commissioners.

11. ALTERATION TO THE CONSTITUTION

ALL PROPOSED ALTERATION TO THE Constitution shall be addressed to and agreed at an AGM called for such purpose.

Any motion to amend any part of the Constitution shall be in writing to the Secretary. A copy of such motion should be sent to every member of the committee/club at least 21 days prior to such a meeting.

Alterations or additions to the Constitution must receive the assent of not less than two thirds of the members present and voting at an AGM.

12. DISSOLUTION

Should the Management Committee decide it is necessary or advisable to dissolve the organisation it will call a special meeting of all its members, giving 21 days written notice. The proposal can only be passed by two thirds of the majority present and voting. If the proposal is confirmed the Management Committee will have the power to realise any assets held on behalf of the organisation.

Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.