PLYMOUTH HARRIERS

CONSTITUTION AND RULES

1. Title

The Club is to be called Plymouth Harriers.

2. Headquarters

The headquarters shall be situated at The Community Sports Hub, Central Park, Plymouth.

3. Objectives

The objectives of the club shall be:-

1. To encourage all varieties of running including but not limited to cross country and road running.
2. To provide a foundation of competition, coaching and experience upon which present and future members can build successfully and progressively.
3. To foster an environment where runners of ALL abilities feel and are supported.

4. Affiliation

1. The club shall be affiliated to UK Athletics (UKA) and England Athletics.

5. Membership

Membership is open to male and female amateurs from the age of 18 years old.

UKA define an amateur as a person who is eligible to compete under the rules of UKA.

A candidate for membership must complete an application form and submit this to the Members Secretary providing full details after taking part in no more than 4 club sessions (this includes Tuesday, Wednesday and Saturday track sessions) No races should be entered as a Harrier until you have received confirmation from the Members Secretary that your membership has been processed and accepted. The payment of a joining subscription shall be as per subscriptions below.

On joining a member becomes a registered athlete. A registered athlete holds a competition licence which is issued by England Athletics.

A race vest/club kit is available from our approved supplier (see website for details).

The maximum number of members allowed in the club shall be 250 comprising of a mix of runners and non-runners.

A social membership is open to non-runners. The social membership permits attendance at social events only. It does not permit running on any club sessions, entering races as a Plymouth Harrier nor does it include UKA membership. See website for details.

Honorary / life membership may be awarded by the committee to a member, who in the opinion of the whole committee, has contributed substantially to the well-being of Plymouth Harriers. The person/s with honorary / life membership will be expected to pay for their EA registration fee.

6.0 Subscriptions

Subscriptions shall be due annually, no later than the 30th April (see website for current fees).

For new members only that join throughout the year fees may be reduced. Contact the Members Secretary.

The Committee have the authority to review subscription fees ensuring appropriate time to communicate the changes to the members.

Post-dated cheques will not be accepted. Cash payments, bank transfers and card payments are the only accepted methods of payment.

7.0 Termination of Membership

If a member allows their subscription to lapse by not paying their fee by the 30th April without notifying a member of the committee with a satisfactory reason, they will

automatically no longer be a member of Plymouth Harriers. A renewal fee will be applied after this date.

It is the individuals' own responsibility to inform England Athletics if they wish to change clubs. Forms and information on the process can be found on the England Athletics website -www.englandathletics.org.

The Committee has the authority to ban/suspend anyone who has been found guilty of cheating, taking illegal substances or, in the opinion of the Committee, bringing the name of Plymouth Harriers into disrepute. The length of this ban will be at the discretion of the Committee.

8.0 Annual General Meeting (AGM)

An annual general meeting of the Club shall be held end of May / early June **annually**. The Secretary shall provide 4 weeks' notice to advertise for an agenda. Items for the agenda must be in writing and will close 7 days prior to the AGM. There will be no Club run at the AGM and all members are encouraged to attend.

The following positions will be held in the Club and form the Committee.

Roles where attendance at monthly committee meetings is expected as follows:
Chairperson
Vice Chairperson
Treasurer
Members Secretary
Club Secretary
Mens Team Captain
Womens Team Captain

Roles where attendance is expected on a quarterly basis or as the need requires are as follows:
Race Records Secretary
Social secretary
Cross Country Captain
New Members Secretary
Race Director
Welfare Officer

Nominations for Club officers will be accepted before the AGM. The nominations take the form of a proposal supported by a seconder from fully paid-up members

only. Names and positions will be advertised and must be submitted 7 days prior to the AGM. Any vacant positions can be filled at the AGM. Committee members will be confirmed or elected at the AGM.

In terms of best practice and fairness, if more than one person is proposed, then those persons shall leave the room for the remaining members to vote with a show of hands. In the event of an even vote, the Chairperson/Vice Chairperson will have the casting vote. You must be a club member for a year before you can be selected to the Committee.

The Committee shall meet once per month or earlier if deemed necessary by three or more Committee members. Five members of the Committee shall form a quorum, one of whom is to be the Chairperson or the Vice Chairperson. Committee members are expected to attend all meetings, as identified by the Committee role i.e. quarterly or monthly. If Committee members miss 3 consecutive meetings then the Committee have the authority to dismiss the individual/s within this position.

9.0 Club Colours and Kit

The race kit is either a race vest or race t-shirt. The race kit shall be red/white/blue colours with PLYMOUTH HARRIERS on both the front and the back of the garment.

All kit acquired for the purpose of representing the Club must be approved by the Committee.

Names are permitted on the Harriers race kit (Race Vest and T-Shirt.

10.0 Club Accounts

Accounts are available for inspection by any member. Accounts may be audited by England Athletics at any time.

At each AGM, two club members are elected as auditors for the following year. The club auditors are to spot check cash and bank account during their period as Club auditors. They are to report back, in writing, their findings to the Chairman who will publish the results.

11.0 Transport

Team captains will arrange transport to races where necessary, keeping the Club secretary and Treasurer informed at all stages of transport procurement. Club

transport should be used where possible, and where financially viable, to support Club members, in particular with Cross Country events.

12.0 Fixture Cards

Team captains shall co-ordinate a fixtures list of the cross-country races and encourage members to provide information about other races available to members.

The Race Records secretary will keep a log of all results.

The Chairperson is to keep all members up to date with club information in conjunction with Vice Chairperson and Club Secretary via emails, website and social media.

13: Duties of Members – Health & Safety

No Club can function without the full co-operation of its members. It is essential and fair that once a member has committed him/herself to represent the Club that he/she honours that commitment.

Members who are no longer active for whatever reason should be encouraged to put their knowledge and experience to useful purpose by helping develop new members of the Club at training evenings and races.

On club nights it is important for the health and safety of each other that no members are to use headphones when they are out running. This is for the benefit of observing traffic rules, pedestrians and being fully aware of staying with their group.

The Committee has the authority to ban/suspend any member who, in the opinion of a majority of the Committee, brings the Club into disrepute by their misbehaviour.

It is legislative requirement that each group must have a recognised running Leader who will take the responsibility of leading the group.

For health and safety reasons one member of the group is expected to carry a mobile telephone with them and should report to any Committee Member if they are experiencing any difficulties/incidents when out running within a group.

14.0 Club Training Nights

Tuesday evening's speed/interval session is to be led by a recognised coach. In the absence of a coach, another suitably qualified person will lead the session. Any club members wishing to attend this session are to meet at the Park and Ride, Central Park or Brickfields at 5.45pm finishing by 7pm. Participation is encouraged for all abilities.

The **Wednesday** run will commence at 6:30pm from The Community Sports Hub, Central Park, Plymouth after club announcements. The club announcements and race results will be read out at 6:20pm.

Each group will have an identified Leader who will inform a Committee Member if the group is expected to return later than 8pm.

Brickfields **Saturday morning** track session is available to all fully paid members of any ability. See website for details.

Sunday morning social runs take place and are organised within the pace groups.

15.0 Cross Country

The Cross-Country captain shall encourage all members to participate in the Westward League Cross Country races. The club will fund entry fees for this event and will, if number of participants make it financially viable, provide transport to such events.

16.0 Annual Social

Social events will be organised throughout the year.

Annual awards will be awarded in various categories at the discretion of the club chair/ committee.

17.0 Coaches

The Club only recognises England Athletics qualified coaches. Only coaches qualified at level 1 and above are insured by England Athletics. Anyone taking advice from persons other than a qualified coach do so at their own risk.

The club must have a Leader where possible to take a group – at the Committee's discretion the club will fund this qualification.

18.0 Social Media

Factual information on anything running related ie events, races, training runs, club meetings, injuries, recommendations for running related products or services are all helpful and should be shared, but avoid posting views on individuals as there are laws covering false and damaging (defamatory) comments which are published on-line or printed. Publishing them is considered libel and offended individuals can sue for money.

The Plymouth Harriers Facebook group is monitored, and any inappropriate comments and photos will be removed with members warned about their conduct if appropriate. Any members who continue to misuse the Plymouth Harrier Facebook group will be blocked from using it. You are responsible for what you write so please exercise good judgement and common sense.

19.0 Ballots

Whenever the club is offered guaranteed places at running events (ie London) a ballot will be held when the number of places would be otherwise oversubscribed. To ensure fairness, and to ensure that the maximum number of people can experience these mass participation events, it is necessary to impose qualifying criteria for entry into the ballot. Members must have been a first claim paid member of Plymouth Harriers for the previous 2 years before they can enter their details into any club ballot. Only those who have failed to get into the race are allowed in the draw and rejection e-mails must be submitted to the Chair prior to the draw.

Club members who have entered club ballots and have successfully obtained a place through the club ballot will not be allowed to enter the ballot again for another 5 years. This will give other club members the opportunity to have a place.

20. Dissolution

The Management Committee, by a two thirds majority at a quorum meeting, may decide to dissolve the Club. They must then call an Extraordinary General Meeting giving 21 days' notice in writing to all Club members.

Alternatively, 25 ordinary paid up and voting members may petition the Club Secretary in writing to call an Extraordinary General Meeting with respect to calling the meeting and voting at it.

If the motion is passed by a two-thirds majority at that meeting, then the Club is dissolved.

Upon dissolution any funds remaining after all debts have been met will be donated to England Athletics or successor body to be used in the furtherance of amateur athletics in the County.