

Club Constitution

Darlington Triathlon Club

1. Name

The club will be called Darlington Triathlon Club and will be affiliated to Triathlon England.

2. Aims and objectives

The aims and objectives of the club will be:

- To offer coaching, training and competitive multisport opportunities in triathlon.
- To promote the club within the wider local community and the sport of triathlon.
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair and inclusive to all club members.
- To ensure that all present and future members receive fair and equal treatment.

3. Membership

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of conduct that the club has adopted.

Members will be enrolled in one of the following categories:

- Adult member - 18 years old and over.
- Junior member - 8-17 years old.

4. Membership fees

Membership fees policy will be set annually and agreed by the Committee and ratified at the Annual General Meeting. Membership becomes due on 1 January annually.

A member wishing to resign membership of the Club must give to the Membership Secretary written notice of his/her resignation. A member's resignation shall only take effect when this has been complied with and any property or monies due to the club are accounted for.

Notwithstanding the provisions of the rule above a member whose subscription is more than two months in arrears shall be deemed to have resigned. Where the membership of a member shall be terminated in this way he/she shall be informed in writing that he is no longer a member by notice handed to him or sent by post to his last known address.

5. Officers of the club

The officers of the club will be:

- Chair.
- Secretary.
- Treasurer.
- Club Welfare Officer.
- Club Head Coach.
- Junior Section Head Coach.

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-election.

6. Committee

The club is managed through the Committee consisting of:

- Chair
- Secretary
- Treasurer
- Club Welfare Officer
- Club Head Coach
- Junior Section Head Coach
- 2 x Committee Members without portfolio. (elected annually at the AGM)
- 1 x Adult committee member representing the Junior Section. (elected annually at the AGM)

Only these posts will have the right to vote at meetings of the Committee. A quorum is not less than five members of the committee.

In the event that a quorum is not present within thirty minutes of the published start time, a meeting shall stand adjourned to the time and date as may be arranged by the secretary.

Non-voting members in attendance are:

- Social Secretary
- Webmaster
- Kit Officer
- Cycling Officers
- Cross Country Officer
- Swimming Officer

- Running Officer
- In addition to the members so elected the Committee may co-opt further members of the Club who shall serve until the next Annual General Meeting. Co-opted members shall not be entitled to vote at the meetings of the Committee and shall not be counted in establishing whether a quorum is present.

The Committee will be convened by the Secretary of the club and held no less than 3 times per annum.

The quorum required for business to be agreed at Committee meetings will be: 4 voting members.

The Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club.

The Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Committee as necessary to fulfil its business.

7. Finance

All club monies will be banked in an account held in the name of the club.

The Club Treasurer will be responsible for all the finances of the club.

The financial year of the club will end on annually 31 May.

An audited statement of all annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer and one other officer.

If any junior section finances that are maintained separately are to be controlled by a named Junior Section Adult. The funds are to be held in an account named for the Darlington Junior Triathlon Club.

Audited junior section accounts are to be presented to the club treasurer 1 week before the club AGM. The end of financial year is to the same as for the remainder of the club accounts. Any cheques drawn against junior section funds should hold the signatures of the junior account manager and one other signatory; both agreed by the club committee.

8. Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Election of officers is to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 15 members entitled to attend and to vote. Entitlement is defined as being a current member with fully paid up membership of The Club. Each member present shall have one vote and resolutions shall be passed by a simple majority.

The Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM and may be called with a minimum of 21 days notice.

9. Discipline and appeals

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 21 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 21 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 21 days of the Secretary receiving the appeal.

10. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

The dissolution shall take effect from the date specified in the resolution and the members of the Committee shall be responsible for the winding-up of the assets and liabilities of the Club.

Any property remaining after the discharge of the debts and liabilities of the Club shall be given to a charity or charities (or other non-profit making organisation having objects similar to those of the Club for the furtherance of such objects) nominated by the last Committee.

11. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

12. Club Policies

The Club Officers and members agree the club will adopt and to abide by the following policies of British Triathlon:


Safeguarding. The club agrees to adopt and abide by the British Triathlon Safeguarding Policy.

Equality and diversity. The club agrees to adopt and abide by the British Triathlon Equality and Diversity Policy.

Anti Doping Policy The club agrees to adopt and adhere to the Anti-Doping Rules of the British Triathlon Federation which are the UK Anti-Doping Rules published by UKAD (or its successor), as amended from time to time. Such rules shall take effect and be construed as the rules of the Darlington Triathlon Club.

13. Declaration

Darlington Triathlon Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:  Date: 7/6/18
Name: Graham Bell
Club Chair

Signed: Rhona Lawson Date: 7/6/18
Name: Rhona Lawson
Club Secretary

