

MANX HARRIERS CONSTITUTION

1. The name of the Club shall be Manx Harriers.
2. The Club Headquarters shall be The Clubhouse, N.S.C Douglas, Isle of Man.
3. The postal address of the Club shall be the address of the incumbent General Secretary or other nominated official of the club.
4. AFFILIATION: The Club shall be affiliated to England Athletics, Northern Athletics, The Isle of Man Athletic Association, the British Masters Athletic Federation, the English Cross-Country Association, the Fell Runners' Association, the Race Walking Association and any other relevant association.
5. CLUB EQUITY STATEMENT: This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

"Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

- The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.
 - The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.
 - All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
 - The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.
6. The OBJECTIVES for which the club is established are the encouragement, promotion and development of the Amateur Athletics and other activities with rules compatible with U.K. Athletics.

In order to further the above-named objectives, the Club may:

- a) Promote and organise or assist in promoting and organising the holding of Amateur Athletic meetings, championships, competitions, demonstrations and events;
- b) Give prizes medals and other awards and obtain collect and receive money and funds by way of contributions, donations, subscriptions, legacies, grants or any other lawful method, and accept and receive gifts of property of any description; and

- c) Do all such other things which may lawfully be done and are incidental or conducive to the attainment of all or any of the objectives of the Club.
7. INCOME AND PROPERTY of the Club, whencesoever derived, shall be applied solely towards the promotion of the objectives of the Club as set forth in these Rules, and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit, to the Members of the Club. Provided that nothing herein shall prevent the payment, in good faith, of reasonable and proper remuneration to any officer or servant of the Club or to any member of the Club in return for any services actually rendered to the Club.
8. LIABILITIES: Each and every member shall be responsible for the liabilities, financial and legal, of the Club.
9. DISSOLUTION: A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership. If, upon the winding up or dissolution of the Club, there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among members of the Club, but shall be given or transferred to some other institution or institutions who have objectives similar to those of the Club, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Club under or by virtue of Rule 7 hereof.

MEMBERSHIP

10. MEMBERSHIP of the Club shall be open to all persons.
Applications for membership may be considered by the Committee of the Club, who will have the right to accept or reject such applications.

There shall be four classes of member, namely:-

- a) Honorary Life Members, who shall have been elected to that class of membership by a General Meeting of the Club and who shall have the rights and privileges of Full Membership.
 - b) Senior Members, who shall be aged 16 years or over on the date of the Annual General Meeting.
 - c) Junior Members, who shall be under 16 years on the date of the Annual General Meeting.
 - d) Social members.
11. Membership of the Club shall be terminated in the following circumstances, namely:
 - a) If the member is declared to be suspended or disqualified under U.K.Athletics Laws from competing or

- b) In circumstances arising from Rule 9 of the England Athletics Articles of Association ; or
- c) In accordance with a written notice of resignation submitted by the member to the Club.

12. The Committee shall have the power to expel any member whose subscription is six month in arrears, provided that one month's notice in writing shall have been sent to such member, addressed to his last known address and informing him of the proposed action of the Committee.

MEETINGS

13. The General Meeting of the Club shall be held in each calendar year during the last quarter of the year. Such a General Meeting shall be called an Annual General Meeting. All other General Meetings shall be called Extraordinary General Meetings.

14. The Committee may, whenever it thinks fit, convene an Extraordinary General Meeting, and it shall forthwith convene such a meeting on the requisition of not less than ten Senior Members of the Club and, in the case of such a requisition, the following provisions shall have effect:

- a) The requisition shall state the objects of the meeting in writing and shall be signed by all of the requisitionists aforesaid and be deposited with the General Secretary of the Club.
- b) If the Committee does not within twenty-one days from the date of deposit of the requisition proceed duly to convene a General Meeting of the Club, the requisitionists may convene the meeting, but any meeting so convened shall not be held after three months from the date of such deposit.
- c) Any meeting convened under this Rule by the requisitionists aforesaid shall be convened in the same manner as nearly as possible as that in which meetings are to be convened by the Committee.

15. Twenty-one clear days' notice at least of every Annual General Meeting, and fourteen clear days' notice at least of every other General Meeting, specifying the place, day and hour of the meeting, and, in the case of special business, the general nature of such business, shall be given by one or more of the following means:

- a) A notice published in a newspaper in general circulation in the Isle of Man; or
- b) A notice published on the Club's website.

Every notice convening a General Meeting of the Club shall describe the meeting as either an Annual General Meeting or an Extraordinary General Meeting as the case may be. The accidental omission to give notice of a meeting to, or the non-receipt of such notice by, any member shall not invalidate the proceedings or any resolution passed at any meeting.

In the case of an Annual General Meeting, a copy of the income and expenditure account and balance sheet, and reports of the Auditor and the Committee for the year, and the names of any persons nominated to serve for the ensuing year as President, Chairman, General Secretary, Treasurer, Auditor and those members of the Committees who under Rule 16 are to be elected at the Annual General Meeting, shall be sent to members not less than fourteen days before the date of the meeting.

16. Every motion to be placed on the Agenda for an Annual General Meeting shall be sent to the club website and to the General Secretary of the Club so as to be received not later than 3 days prior to the meeting.

PROCEEDINGS AT ANNUAL GENERAL MEETINGS

17. The business of the Annual General Meeting shall be:

- a) To approve (i) the Minutes of the previous Annual General Meeting, and (ii) the Minutes of any Extraordinary General Meeting which have not hitherto been approved by a General Meeting;
- b) To receive and consider the reports of the Treasurer, the Auditor and the Committee and to fix the subscription rates for the forthcoming year.
- c) To elect the President and Vice Presidents of the Club who shall be non-voting.
- d) To elect from among the membership the following officers who shall make up the committee to serve for the ensuing year:
 - i. The Chairman
 - ii. The Vice-Chairman
 - iii. The General Secretary
 - iv. The Membership Secretary
 - v. The Treasurer
 - vi. The Team Manager
 - vii. Junior Team Manager
 - viii. The Ladies Captain
 - ix. The Mens Captain
 - x. The Road Running, Race Walking and Officials Secretary
 - xi. The Track and Field Secretary
 - xii. The Social Secretary.
- e) To appoint from among the membership the following Honorary Officers who may or may not be a member of the committee:
 - i. Club Coaches
 - ii. Welfare Officer
 - iii. Website Editor
 - iv. Auditor
- f) May elect the following representatives of the Club:
 - i. To the Annual General Meeting of the Isle of Man Athletics Association

- ii. To all National Associations to which the Club is affiliated.
- g) To transact any other business of which notice has been given in writing to the General Secretary in accordance with Rule 15.

All business transacted at an Annual General Meeting under (f) above and all business transacted at an Extraordinary General Meeting shall be deemed special business.

18. No business shall be transacted at any General Meeting unless a quorum is present. Save as herein otherwise provided, the quorum shall be twenty members personally present and entitled to vote.
19. If, within half an hour from the time appointed for the holding of a General Meeting, a quorum is not present, the meeting, if convened on the requisition of members, shall be dissolved. In any other case, it shall stand adjourned to such time and place as the Chairman shall appoint and, if at such adjourned meeting a quorum is not present within half an hour from the time appointed for holding the meeting, the members present shall be a quorum and may transact the business for which the meeting was called.
20. The Chairman or the Vice-Chairman of the Club, if present, shall preside at every General Meeting but, if at any meeting the Chairman or the Vice-Chairman shall not be present within five minutes after the time appointed for holding the same, the members present shall choose some member of the Club who shall be present to preside.
21. The Chairman of a General Meeting may, with the consent of the meeting, adjourn the same from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

VOTING AT GENERAL MEETINGS

22. At any General Meeting, every question put to the meeting shall be decided on a show of hands unless, before or upon the declaration of the result of the show of hands, a poll be directed by the Chairman or demanded by not less than five members present and entitled to vote, and unless a poll be so directed or demanded, a declaration by the Chairman of the meeting that a resolution has been carried or not carried, as the case may be, shall be conclusive evidence thereof, without proof of the number or proportion of the vote recorded in favour or against that resolution.
23. Every paid up Member aged 16 years or over present at the meeting shall be entitled to one vote, provided that, in the case of an equality of votes, whether a show of hands or on a poll, the Chairman of the meeting shall be entitled to a second or casting vote.
24. No objection shall be raised to the qualification of any voter except at the meeting or adjourned meeting at which the vote objected to is given or tendered, and every vote not disallowed at such meeting shall be valid for all purposes. Any such objection made

in due time shall be referred to the Chairman of the meeting, whose decision shall be final and conclusive.

THE COMMITTEE

25. The business of the Club shall be managed by the Committee, assisted by such sub-committees as may be appropriate.
26. The Committee may act notwithstanding any vacancy within its body. Subject as aforesaid, the Committee may fill any casual vacancy occurring among its members, and any person appointed to fill such casual vacancy shall hold office until the conclusion of the next Annual General Meeting.
27. Any member of the Committee shall vacate office if they cease to be a member of the Club or if they resign their office in writing to the Club.

PROCEEDINGS OF THE COMMITTEE

28. The Committee may (subject as hereinafter provided) meet together for the despatch of business, adjourn or otherwise regulate its meetings as it thinks fit. Five members of the Committee excluding the Chairman shall be a quorum.
29. Ordinary Meetings of the Committee shall be held as and when the Officers of the Club shall determine, provided that at least six Ordinary Meetings shall be held in each calendar year.
30. In addition to the aforementioned meetings, Extraordinary Meetings of the Committee may be convened by the General Secretary at his or her discretion, and shall be convened by him or her within twenty-one days of receipt by him or her of a requisition in writing signed by not less than four members of the Committee. Every such requisition shall state the purposes for which the meeting is to be convened.
31. Seven clear days notice of all such meetings as aforesaid shall be given by the General Secretary to every member of the Committee by notice in writing sent to every such member in writing. Such notice shall specify the place, date and hour of meeting, and the business to be transacted thereat.
32. The Committee may, subject to the provisions of these Rules, delegate any of its powers to sub-committees, each such sub-committee consisting of such member or members of the Committee and/or such other person or persons (being members of the Club) as the Committee shall think fit.

MINUTES

33. The Committee shall cause minutes to be duly kept:
 - a) Of all appointments of officers;

- b) Of the names of members of the Committee present at each meeting of the Committee and of any sub-committee; and
- c) Of all resolutions and proceedings of General Meetings of the Club, and of meetings of the Committee and of sub-committees;

And any such minutes of any meetings aforesaid, if purporting to be signed by the Chairman of such meeting or by the Chairman of the next succeeding meeting, shall be receivable as prima facie evidence of the matters stated in such minutes.

ACCOUNTS

- 34. The Committee shall cause such accounts to be kept with respect to:
 - a) All sums of money received and expended by the Club and the matters in respect of which receipts and payments took place.
 - b) All sales and purchases of goods by the Club; and
 - c) The assets and liabilities of the Club as are necessary to give a true and accurate view of the Club's affairs and to explain its transactions.
- 35. The books of account shall be kept by the Treasurer at such place as the Committee shall think fit, and shall be open to the inspection of any member or members of the Committee at all reasonable hours.
- 36. At the Annual General Meeting in any year, the Committee shall lay before the Club an income and expenditure account for the period since the last preceding account, made up to a date not more than two months before such meeting, together with a balance sheet made up to the same date.
Every such account and balance sheet shall be accompanied by a report by the elected Auditor certifying the correctness of the income and expenditure account and balance sheet.
- 37. All cheques drawn on the account of the Club shall be signed by the Treasurer and one of two designated members.

CHANGES TO RULES

- 38. No Rule may be amended, added to or deleted except at an Annual General Meeting or an Extraordinary General Meeting called for that purpose, and then only by a two-thirds majority of those present and voting. Any amendment to these Rules to be proposed at an Annual General Meeting must be forwarded in writing to the General Secretary so as to be received by him/her no later than 21 days before the meeting and shall be signed by not less than two senior members of the Club.

COMPETITION RULES

39. Competitors taking part in any athletic event organised by the Club shall comply with U.K. Athletics and the rules of the Club, whether or not the competitor is a member of the Club. In particular:
- a) Every competitor shall comply with the directions of any official appointed by the Club for the conduct of the event. Competitors failing to comply with any direction, may be reported to the Committee, who shall have the power to suspend or exclude from the results of the event.
 - b) Club colours shall be of a red, yellow and white design approved by the Committee.

OTHER RULES

40. Where these rules are at variance with the laws and/or rules of U.K. Athletics then the latter laws and/or rules take precedence.

DISCIPLINE AND APPEALS

41. All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary. The Management Committee will meet to hear complaints within 14 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 14 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 14 days of the Secretary receiving the appeal.

DECLARATION

42. **MANX HARRIERS** hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:  Date: 11/11/14

Name: Niall McGarrigle

Position: Club Chairman

Signed:  Date: 11/11/14

Name: Joanne Glassey

Position: Club Secretary