

WEYFARERS ROWING CLUB

CONSTITUTION AND RULES

1. Name

The Club shall be known as the Weyfarers Rowing Club hereinafter known as the Club.

2. Objectives

The objectives of the Club are to teach and promote rowing and sculling for fitness and recreation and to provide opportunities to participate in recreational rowing by provision of courses and facilities, organising tours and events and fostering relations with other clubs both in the UK and abroad. Also through rowing develop appreciation and understanding of the river environment.

3. Membership

3.1. Classes of Membership

There shall be seven classes of membership:

- a) Full members
- b) Junior members (who have not attained the age of 18 years before 1st January in the current year)
- c) Student members (who must be attending a course of full-time education)
- d) Affiliate members (who shall also be senior, junior, student or coxing members of Weybridge Rowing Club)
- e) Country members (who shall reside more than 50 miles from the Club and who may use the Club's boats by arrangement for special events such as excursions and tours)
- f) Overseas members (who shall reside outside the UK and who may use the Club's boats by arrangement when visiting the UK)
- g) Associate members (who shall not be permitted to use the Club's boats)

3.2. Election of Membership

- a) Membership of the Club shall be open to anyone interested in the sport of rowing on application in accordance with the Equal Opportunities Policy. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- b) Applicants for membership and members renewing their membership shall abide by the Rules and Regulations of the Club and the sport of rowing.
- c) If it is considered by the Club committee that the granting or renewal of membership would be detrimental to the aims and objectives of the club, by virtue of conduct or character likely to bring the Club or the sport of rowing into disrepute or for some other similar good cause, the Club committee shall be entitled to refuse or withdraw such membership. In doing so the committee shall provide full reasons for their decision and grant a right of Appeal to the members.
- d) A person who has been expelled from, or refused membership of, British Rowing shall not be eligible for membership.

4. Equal Opportunities Policy

The Club is fully committed to the principles of equality of opportunity and is responsible for ensuring that no member, volunteer, employee or job applicant receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, creed, social status, sexual orientation or political belief.

5. Child Protection Procedures

The Club accepts the policy and procedures relating to Child Protection and the Protection of Vulnerable Adults as set out by British Rowing, and requires all members to accept them as a condition of membership.

6. Entrance Fee

Each applicant for membership shall, if his/her application is accepted, pay an entrance fee, the amount of which shall be determined by the members in General meeting.

7. Subscription

- 7.1 The rates of subscription shall be determined by the members in General meeting and shall be due on election and thereafter on or before 1st April in each year.
- 7.2 Applicants joining during the course of the year may pay a reduced subscription as determined by the Committee.
- 7.3 The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

8. Cessation of Membership

- 8.1. Any member may resign by giving one month's clear notice in writing to the Secretary.
- 8.2. Any member violating any of the rules or regulations of the Club or being adjudged guilty of unsatisfactory conduct may, by resolution of the committee, be suspended or expelled. A member so suspended or expelled may appeal to an independent Hearings Panel of three persons. The panel may be drawn from membership of the Club or from other clubs in the region. The Panel will hear and receive evidence, reach a conclusion and affirm or reject the sanctions imposed as appropriate. Any Hearings Panel must give a fair and independent hearing to the member suspended or expelled within an appropriate timescale. Hearings must not contravene the Human Rights Act 1998 or any other policies of the Club and British Rowing.
- 8.3. A member shall be deemed to have resigned from the Club if after due notice in writing he/she has not paid by 30th June the annual subscription which became due on 1st April.

9. Grievance and Disciplinary Procedures

An individual or member with a complaint about treatment by the Club should set out their grievance, in the first instance to the Club President. The Club will seek to deal with complaints in a fair and timely manner, with reference to British Rowing's guidelines on Grievance and Disciplinary Procedures in Rowing.

10. Disqualification from Holding Office

- 10.1. Only members entitled to vote are eligible to hold office.
- 10.2. Any member who is under the age of 18 years shall not be eligible for election to the Committee of the Club.

11. Committee

- 11.1. The Committee is responsible for the general conduct of the Club's business and activities.
- 11.2. The Committee shall comprise a Chairman, Secretary, Treasurer, Captain and up to 3 members, 50% of the Committee to form a quorum.
- 11.3. The Committee may designate individual members to hold special responsibilities for the running of the Club.
- 11.4. All nominations for the positions of Officer or Committee member must be proposed and seconded and shall be posted on a suitable form on the Club's notice board at least seven days before the AGM.
- 11.5. Committee members shall be elected at the Annual General Meeting for a term of office of one year from the date of election and members shall be eligible for re-election.
- 11.6. If a vacancy occurs among the elected members of the Committee then the Committee may co-opt a member but co-opted members shall have no right to vote at Committee meetings.

12. Duties of Officers

12.1. Chairman.

The Chairman will preside at all meetings of the Committee. He/she shall be responsible for guiding the activities of the Club in accordance with its general policy as expressed by the majority of its members. The Chairman shall represent or arrange for the representation of the Club at British Rowing regional level and at meetings of other organisations. The Chairman shall ex officio be a member of any other committee of the Club.

12.2. Secretary

The Secretary will be responsible for the organisation of meetings of the Committee and of the Club, and the recording of minutes relating to such meetings and all correspondence relating to the general business of the Club.

12.3. Treasurer

The Treasurer will be responsible for the collection and disbursement of all monies belonging to the Club and shall keep proper accounting records of all such transactions. The Treasurer shall produce at the AGM a balance sheet and income and expenditure account showing the Club's financial position and the results of its transactions for the year. The transactions of the Club will be conducted through a bank account and will require the signatures of any 2 members of the Committee who have been designated for the purpose.

12.4. Captain

The Captain will be responsible for the organisation of rowing activities.

13. Committee Meetings

- 13.1. The Committee shall meet at regular intervals during the year, as required by the business to be transacted.
- 13.2. Special meetings of the Committee shall be called by the Secretary on instructions from the Chairman, or not less than three committee members.
- 13.3. A quorum shall consist of not less than 50% of the committee members.
- 13.4. The Committee and individual committee members should act according to high ethical standards, and ensure that conflicts of interest are properly dealt with.

14. General Meetings

- 14.1. An Annual General Meeting shall be held not later than 31st March of each year. There shall be laid before the meeting a statement of accounts made up to the 31st day of December immediately preceding.
- 14.2. 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 25 per cent of the members of the Club entitled to vote.
- 14.3. Not less than 21 days clear notice of a General Meeting shall be given, specifying to all members the time and business of the Meeting.
- 14.4. Motions for discussion at an Annual General Meeting 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 3 members entitled to vote.
- 14.5. At any General Meeting a resolution put to the vote of the Meeting shall be decided by a show of hands of those entitled to vote except when more than one nomination has been received for a position on the Committee in which case voting will be by secret ballot.
- 14.6. At all General Meetings the President will preside or in his/her absence the voting members present will elect a Chairman for the meeting.
- 14.7. Accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any member shall not invalidate the proceedings of a meeting.

15. President

There shall be a President of the Club. He/she shall be recommended by the Committee and elected each year by the Annual General Meeting. His/her duties shall include chairing the Annual General Meeting and any General Meetings of the Club and other such matters as the Committee from time to time may decide.

16. Liability

The General 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 the responsibility of the Club as a whole. The Committee should ensure that adequate and appropriate public or civil liability insurance is in place to cover all the activities of the Club, its committee and members.

17. Voting

All members with the exception of Associate Members and those under the age of 18 years on 1st January in the current year are entitled to vote at all meetings.

18. Alteration of Constitution

This constitution shall not be altered, amended or rescinded except by a General Meeting of the Club. Written notice of any proposals must be given to the Secretary at least four weeks before the General Meeting and circulated to the membership with the agenda. A resolution to give effect to a change must be passed by at least 75% of the members who are entitled to vote and are present at the General Meeting.

19. Auditor

Every Annual General Meeting shall appoint an Auditor who shall at least once in every year examine the Accounts of the Club and ascertain the correctness of the income and expenditure accounts and of the balance sheet.

20. Distribution of Profits

In no circumstances can any profit be distributed to members, but any profits earned shall be used in furthering the objects of the Club.

21. Termination

The Club shall not terminate except by a resolution of a Special General Meeting convened for the purpose and in such an event any surplus assets shall be handed over to a body or bodies with similar objects or to a charity or charities agreed by the meeting which formally terminates the Club.

22. Power of Decision

Any matter not provided for in this constitution or any question over the interpretation of it shall be dealt with by the Committee whose decision shall be final.

23. Safety

The Officers and Committee have primary responsibility for safe practice within the Club and for observing guidance of water safety issued by British Rowing and through RowSafe.

24. Declaration

Each member upon joining shall sign the following declaration:

Name: _____

Upon acceptance into membership of Weyfarers Rowing Club I understand that rowing is undertaken at my own risk. I confirm that I do not suffer from any disability or medical condition which may render me unfit for strenuous exercise.*

I also confirm that I am able to swim a minimum of 50 metres.

Signed: _____

Parent/Guardian (if under 18) _____

*Should a medical condition exist, this will not necessarily preclude you from membership / participation, but it must be declared. Should you be in any doubt, advice should be sought from your family doctor.