

BLYTH LIFEGUARD AND SWIMMING CLUB



CONSTITUTION

Rules of the Club as at 1st January 2023

1. Name of Club and Affiliations
2. Aims and Objectives
3. Membership
4. Membership and other fees
5. Resignation
6. Concerns, Complaints, Discipline and Appeals
7. Club Committees
8. Ceremonial Positions and Honorary Members/Life Members
9. Annual General Meeting
10. Special General Meeting
11. Procedures at Annual and Special General Meetings
12. Alteration of the Rules and other Resolutions
13. By-Laws
14. Finance
15. Borrowing
16. Property
17. Dissolution
18. Acknowledgement

1. Name of Club and Affiliations

1.1. The name of the Club shall be Blyth Lifeguard and Swimming Club (hereinafter referred to as the Club)

1.2. The Club will be affiliated to Surf Life Saving Great Britain (SLSGB), Royal Life Saving Society United Kingdom (RLSSUK), Swim England (North East Region) and Swimming Teachers Association (STA)

2. Aim and Objectives

2.1. To ensure that everyone has an opportunity to benefit and succeed from the teaching, development, practice, and relevant competition in – swimming, lifesaving and open water. We will follow the relevant Governing Bodies Aims and Objectives. These organisations will be referred to throughout this document as the Relevant Governing Bodies (RGB). It is not anticipated that there will be any conflict between the rules, laws and guidance of these organisations but in instances where there is disparity the procedure most appropriate, as determined by the Club Committee for the matter to be resolved will be adopted.

2.1.1. The Club is committed to treating everyone equally within the context of its activity and with due respect to the differences of individuals. It shall not apply nor endorse unlawful or unjustified discrimination and shall act in compliance with the protection afforded by the Equality Act 2010.

2.1.2. The Club shall implement the current RGB Equality and Diversity Policies and other relevant policies.

2.1.3. To provide opportunities and promote participation of the whole community in swimming, lifesaving and lifeguarding in all aspects of the Club's work.

2.1.4. The promotion of and the provision of voluntary lifesaving search and rescue services to the community and public at large, to include lifesaving safety awareness and drowning prevention information.

2.1.5. The promotion and provision of all relevant qualifications and swimming teaching, training in water safety, search and rescue, lifesaving, coaching, resuscitation, and first aid.

2.1.6. To arrange and facilitate instructional classes for those involved in learning to swim, swimming improvement, competitive swimming, lifesaving and lifeguarding.

2.1.7. To promote the wider benefits of the Club as a healthy, fun and worthwhile recreational activity and competitive and sport.

2.1.8. To ensure a duty of care to all its members of the Club and to those who the Club may serve through the activity of the Club and RGB.

2.2. The Club shall adopt and conform to the laws and technical rules of the RGB and other bodies as the Club may determine from time to time.

2.3. Club members who compete shall at all times conduct themselves in accordance with the Articles, Regulations and Technical Rules of RGB.

2.3.1. All members shall be eligible to compete as defined by the RGB regulations.

2.3.2. The Club shall in accordance with RGB adopt Safeguarding Policies and Procedures (“ie Wavepower”) and shall recognise that the welfare of all members is the responsibility of everyone. All members have the right to have fun, be safe and be protected from harm.

2.3.3. All individuals including parents involved with the Club will adopt and abide by the RGB Code of Ethics Policies at all times when representing the Club.

2.3.4. All members of the Club acknowledge that they are subject to the regulations, rules and Constitutions of the RGB including World Anti Doping Agency (WADA)

2.4. In the event that there shall be any conflict between any rule or by-law of the Club then the RGB rule shall prevail.

2.5. The Club colours shall be: Blue and Yellow. Relevant uniforms must be worn whenever a member represents the Club Lifeguards will wear Red and Yellow when on duty.

2.6. In accordance with FINA regulations, all swimwear must be in good moral taste, suitable for the individual sports discipline, be non-transparent and be one-piece. A two-piece costume may be worn in accordance with Lifesaving Sport.

3. Membership

3.1. The Club membership is open to anyone aged 6+ and interested in learning to swim, lifesaving, lifeguarding, coaching, volunteering regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

3.2. The total membership of the Club shall not normally be limited. If the Club Committee considers there is good reason to impose a limit from time to time, then the Club Committee shall adopt appropriate measures in the best interest of the Club’s safety and in accordance with the RGB.

3.3. All persons wishing to be involved with any Club activity must become a member.

3.3.1. All persons involved in the Club’s essential activities or who represent the Club Committee must hold the appropriate Club membership and where relevant pay the RGB membership fee.

3.3.2. All persons involved in the Club’s non-essential activities must be a volunteer member as a minimum.

3.4. To become a new member of the Club a completed online application form must be submitted via Club-organiser. All applications for under 18 members must be completed by a parent/guardian and provide the parent/guardian contact details. The online application form will be processed by the Administration Officer.

3.4.1. If an application is refused, reasons must be given by the relevant officer at an

executive meeting before the process of the application is denied. Any person refused membership may seek a review of that decision under the appeals process.

3.5. To renew your Club membership, you must confirm contact details and agree to the current policies and procedures before making payment.

3.6. All members will be subject to the regulations of the Club Constitution, the regulations of the RGB and Regional, National and International bodies by joining the Club on a yearly basis you will be deemed to accept these regulations and the codes of practice that the Club has adopted.

3.7. Any person aged 16 or over applying for membership of the Club in a volunteer capacity accepts that he/she may be DBS checked and the membership application shall be considered on the results of such check.

3.8. The Club shall not act in a discriminatory manner and in particular, shall adhere to the Equality Act 2010 (as may be amended).

3.9. Membership for the Club is broken down into categories as specified in the Club's membership policy

3.10. All membership fee increases will be discussed by the Club Committee and ratified at the AGM.

3.11. The annual membership fees must be paid prior to the commencement of the first activity or training session of the year. It is the responsibility of the member or parent/ guardian of the under 18 to ensure that membership of the Club does not lapse. Membership may be suspended by the Club Committee from all or some of the activities until such payment is made.

3.12. Trial training session - Prospective members can pay a small fee (which does not include entrance to the pool) for a trial session which will then be deducted from their full membership if they become a full member.

(SE advice is that this para 3.12 is fine so long as we don't use the term temporary membership and this para does not need to be in the Constitution but for the sake of completeness I suggest that it is included)

4. Membership and Other Fees

4.1. The annual membership fees shall be recommended by the Club Committee and determined by a vote at the annual general meeting.

4.2. The annual membership and RGB affiliation fees are due prior to attending your first Club activity on a yearly basis.

4.3. Any member whose membership is unpaid by the date of their first Club activity cannot take part in any Club session until such payment is made.

4.3.1. Members of the Club will pay all invoices prior to the activity taking place, unless a prior agreement has been discussed and confirmed with the Treasurer. In the event of a non-payment of the debt this will be referred to the Club Club Committee for further action including referral for disciplinary action and/or legal action to recover any monies owed.

4.3.2. Members may be excluded from further events that incur any costs. If costs for a future event have been paid for by the Club, the individual is liable for all additional costs.

4.4. The Club Club Committee shall have the power in special circumstances to remit the whole or part of the fees, including the RGB membership fees, to address any issues of social inclusion.

5. Resignation

5.1. A member wishing to resign membership from the Club must give written notice of their resignation addressed to the Chairman, president or Secretary. Notice must be given to the Secretary within 28 days from receipt of the resignation.

5.2. Any outstanding financial commitment and disciplinary action outstanding against the individual will still be pursued.

5.3. The member who resigns from the Club in accordance to rule 5.1 above shall not be entitled to have any part of the annual membership fee or any other fees returned.

5.4. A member who is absent for five consecutive weeks without prior notification may be removed from their class. The member can return to the section at a later date providing a space is available. They can join any other section providing they meet the criteria and there is availability.

5.5. The RGB will be informed should a member resign when still owing money or goods to the Club.

6. Concerns, Complaints, Discipline and Appeals

6.1. All comments, concerns and complaints should be reported and documented in writing following the procedures detailed in the concerns & complaints policy.

6.2. The Club shall adopt and comply with the RGB guidelines for handling internal Club disputes.

6.3. All suspensions and exclusions must follow the Club's Disciplinary Policy.

6.4. The Club Committee shall have power to expel a member when, in its opinion, it would not be in the interests of the Club for the individual to remain a member.

7. Club Committees

7.1. The Executive Officers of the Club are the Chair, the Secretary, the Treasurer and the Vice Chair and Admin.

7.1.1. The Club Committee shall consist of; Chairman, Vice Chairman, Secretary, Treasurer, Lifeguard Captain, Head Coach, Chief Instructor, Admin Officer, Public Relations Officer, Competition Secretary, Social Convenor, Workforce Coordinator, Swimmark Coordinator, Equal Opportunities Officer, Fundraiser Facilitator and Youth Representative.

7.1.2. The following officers will be co-opted to the Club Committee and will be invited to attend the meetings, these members do not hold a voting right at the meetings: Welfare Officer and Covid Safety Officer. In accordance with Wavepower the Committee shall appoint members of the Club as Welfare Officers who must be not less than 18 years of age, who should have an appropriate background and who are required to undertake appropriate training in accordance with Wavepower. Welfare Officers must not be part of any part of the procedure if dealing with a family member.

7.1.3. Only one member from the same household or relative may be an Executive Officer of the Club (see para 7.1).

7.1.4. The Club Committee and Executive Officers will be proposed, seconded and elected by ballot to a vacant position at the annual general meeting (AGM).

7.1.5. Club Committee positions will be a two-year appointment with half of the Club Committee standing down each year in a two-year cycle.

7.1.5.1. In year one of the cycle the following officers will retire: Chairman, Treasurer, Public Relations Officer, Swimmark Coordinator and Admin Officer, Youth Representative.

7.1.5.2. In year two of the cycle the following officers will retire: Vice Chairman, Secretary, Social Convenor, Competition Secretary, Workforce Coordinator, Disability and Equal Opportunities Officer and Fundraiser Facilitator

7.1.5.3. Youth Representative will be on a one year cycle.

7.1.5.4. The Club Committee reserves the right to change this cycle in the event that officers leave the Club Committee before their tenure is over or in other unforeseen circumstances.

7.1.6. In the event that a Club Committee post is not filled or becomes vacant, a member who meets the criteria can be co-opted by the Club Committee to the position. The co-opted member will uphold the duties and responsibilities of the role for the relevant post. The co-opted member shall retire at the next AGM but shall be eligible for re-election at that meeting.

7.1.7. The Club Committee will consist entirely of elected members of the Club. All Club Committee members must be not less than 18 years of age

7.1.8. The Youth Representative must be aged between 18 and 25 years of age.

7.1.9. The positions of Lifeguard Captain, Head Coach and Chief Instructor will be appointed by the relevant sections every two years.

7.1.9.1. Applicants for the head of section roles must complete the application form and must hold the relevant qualifications as per the role description and submit for ratification; the applications will then be submitted to the section for voting to take place.

7.1.10. The Club Club Committee will meet at least once every six weeks and their duties will be to; Receive and deal with correspondence, to receive reports from Club Committee members including the recommendations from their sub Club Committees, to consider all recommendations and to deal with any other Club business.

7.1.11. The Club Club Committee will ensure that every Club meeting will have a true record of the meeting, responsibility of finance and the management of the Club which will be circulated to all the executive officers.

7.1.12. Emergency meetings of the Club Committee may be called by the Chairman or acting Chairman at any time, but any decisions made must be quorate.

7.1.13. Committee meetings may be conducted electronically and organised via a virtual online meeting providing the date and time has been agreed.

7.1.14. The Club Committee shall appoint members of the Club as welfare officers who must be at least 18 years of age, who should have an appropriate background and who are required to undertake appropriate training in accordance with RGB rules i.e. Wavepower. Welfare officers will have a right to attend Club Committee meetings without a right to vote.

7.1.15. Club Committee meetings must have the quorum of six members provided that the Chairman, Vice Chairman or Secretary are present within that number. The Chairman, Vice Chairman, Treasurer and the Secretary shall have discretion to call further meetings of the Club Committee if they consider it to be in the interests of the Club. The meeting convenor shall give all the members of the Club Committee not less than two days oral or written notice of a meeting. Decisions of the Club

Committee shall be made by a simple majority and in the event of equality of votes the Chairman (or the acting Chairman of that meeting) shall have the casting vote. The Secretary, or in their absence a member of the Club Committee, shall take minutes.

7.1.16. 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 falling seven days after the date of the meeting, or such other date and time as may be determined by the Chairman. If a quorum is not present at the adjourned meeting then those Club Committee members attending may act for the purpose of calling a special general meeting of the members, to which the provisions as to minimum notice contained in Rule 11.1 do not apply

7.1.17. In addition to the Club Club Committee, the Club Committee may co-opt further members of the Club who shall serve until the next annual general meeting. Co-opted members shall at the discretion of the Chairmanperson or acting Chairmanperson be entitled to vote at the meetings of the Club Committee and shall not be counted in establishing whether a quorum is present. A maximum of 6 co-opted members may be on the Club Committee at any given time.

7.1.18. Executive members where appropriate may have a sub Club Committee to deal with elements within their role. The Club Committee may add additional members to the sub Club Committee if it is deemed necessary for the safety and organisation of any events.

7.1.19. The Club Committee shall be responsible for the management of the Club and shall have the sole right of appointing and determining the terms and conditions of service of the volunteers within the Club. The Club Committee shall have power to enter into contracts for the purposes of the Club on behalf of all the members of the Club.

7.1.20. The Club Committee shall be responsible for ensuring that financial statements are prepared each financial year by independent examiners appointed by the members at the previous AGM, and to verify legal & financial documents prepared by the Treasurer/Secretary for inland revenue, insurance, banking and funding.

7.1.21. The members of the Club shall be entitled to claim expenses in accordance with the Club expenses policy.

7.1.22. The Club Committee shall maintain an accident/incident book in which all accidents/incidents involving anyone attending any Club activity shall be recorded. Details of such accidents/incidents shall be reported to the covid/safety officer within 24 hours and appropriate RGB. All accidents/incidents must be reported to the Club Club Committee. All serious incidents must be reported to the Chairman within 24 hours.

7.1.23. It is the responsibility of the head of section or appointed senior member and

the safety officer if present to ensure that adequate lifesaving coverage is present, in compliance with the appropriate risk assessment, at any time when a Club session is in progress.

7.1.24. The Club shall make an annual return to the RGB membership department indicating whether or not an entry has been made in the prescribed form, which is to be found on the membership renewal form.

7.1.25. The Club Committee will be responsible for adopting new policies, codes of practice and have the power to make regulations and rules that affect the organisation of the Club and to settle disputed points not otherwise provided for in this Constitution. All such policies shall be subject to validation by a vote of the Club members at a general meeting.

7.1.26. The Club Committee will have powers to appoint advisors to the Club Committee as necessary to fulfil its business.

7.1.27. No person shall be the convenor of more than one sub-Club Committee within the Club.

7.1.28. No person shall hold more than one position on the Club Club Committee.

7.1.29. No person shall hold a position on another Club Club Committee that may cause a conflict of interest.

7.1.30. The executive officers are bound by the appropriate role descriptions..

8. Ceremonial Positions and Honorary Members/Life Members

8.1. The annual general meeting of the Club, if it thinks fit, may elect a president and Vice-presidents. A president or Vice-president must be a member of the Club, and must be included in the Club's annual return and in membership of the RGB.

8.2. The Club Committee may elect any person as a Friend for Life member. These members shall be entitled to all the privileges of membership except that they shall not be entitled to serve as officers or on the Club Committee unless any such person shall have retained in addition their ordinary membership of the Club. Such members must be included in the Club's annual return as to membership.

8.3. Once created by the Club Committee, Friends for Life may only be removed at an annual general meeting of the Club, when it shall be properly proposed in accordance with these rules.

8.4. A minimum of 21 days in advance of the annual general meeting, the Club Committee shall communicate with all the holders of honorary/life membership affected by the above proposal drawing it to their attention and inviting them to attend the annual general meeting.

8.5. Where the affected holders of the honorary/life membership do not attend the annual general meeting, the Chairman may allow the matter to proceed directly to vote, which shall be by show of hand or secret ballot at the discretion of the Chairperson.

9. Annual General Meeting

9.1. The annual general meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.

9.2. The annual general meeting shall be held in December of each year at a venue to be decided by the Club Committee. The annual general meeting shall be called by the Club Secretary ensuring that the members have not less than 21 days' notice of the intended meeting date.

9.2.1. Failure of a member to receive notice will not invalidate the meeting.

9.2.2. All candidates requesting to stand for the Club Committee must complete the proforma for the relevant post and this will include a proposal and seconder for the position. This must be submitted to the Secretary fourteen days prior to the AGM. The agenda, nomination forms and any other documents will be circulated to the members at least ten days before the AGM.

9.2.3. Members will have the right to vote to reopen nominations if they feel a candidate standing for a position on the Club Committee is not the appropriate person to stand or hold the relevant qualifications for the person.

9.2.4. Voting will be by ballot. A nominee must have the highest number of votes to be elected into the position.

9.2.5. Members absent from an annual general meeting of the Club may vote using an absentee ballot. Members must request the absentee ballot from the Secretary prior to the AGM as stated below in 11.10.

9.2.6. The purpose of the annual general meeting is to transact the following business;

9.2.6.1. To receive from the Chairman & executive officers reports of the activities of the Club during the previous year

9.2.6.2. To receive and consider the accounts of the Club for the previous year and the report on the accounts of the independent examiners and the Treasurer's report as to the financial position of the Club.

9.2.6.3. To remove and elect the independent examiners who must not be a member of the Club Committee or a member of the family of a member of the Club Committee.

9.2.6.4. To elect the executive officers and other members of the Club Committee. Should nominations exceed vacancies, election by ballot

9.2.6.5. To decide on dissolution of existing Friends For Life

9.2.6.6. To decide on any resolution, which may be duly submitted in accordance with Rule 9.3.

9.2.6.7. To deal with any other business which the Chairman or acting Chairman permits

9.2.6.8. Appoint and confirm the disciplinary Club Committee for the forthcoming year.

9.2.7. Proposals requiring a change to the Constitution of the Club's needs to be passed by a two-thirds majority of the voting members present.

9.2.8. Proposals of a non-Constitutional nature shall be passed by a simple majority of the voting members present.

9.3. Notice of any resolution proposed to be moved at the annual general meeting shall be given in writing to the Secretary not later than 14 days before AGM

9.4. The Chairman of the Club shall hold a deliberative (own vote) as well as a casting vote.

10. Special General Meetings

10.1. A special general meeting may be called at any time by the Club Committee.

10.2. A special general meeting shall be called by the Club within 28 days of receipt by the Secretary of a requisition in writing signed by not less than seven members or 10%, whichever is greater, of the membership entitled to attend and vote at a general meeting stating the purposes for which the meeting is required and the resolutions proposed.

11. Procedure at the Annual and Special General Meetings

11.1. The Secretary shall be responsible for communicating to each member via Club organiser giving notice of the date, time and place of the general meeting together with the resolutions to be proposed at least twenty-one days before the meeting.

11.2. The agenda, nomination forms and any other documents will be circulated to the members at least ten days before the AGM or SGM.

11.3. A copy of all officer's reports will be available on Club-organiser 10 days before the annual general meeting.

11.4. The quorum for the annual and special general meetings shall be one-tenth of the voting membership with a minimum of seven members.

11.5. The Chairman, or in their absence a member appointed by the Club Committee, shall take the Chair. All voting members are eligible for one vote and resolutions shall be passed by a simple majority. For the procedures for submitting resolutions to be considered at a general meeting, members are referred to Rule 9.3. In the event of an equality of votes the Chairman shall have a casting or additional vote.

11.6. Members who have reached their 14th birthday at the time of the meeting shall be entitled to be heard and to vote on all matters. Members who have not reached the voting age shall be entitled to be heard at the Chairman's discretion.

11.7. The Secretary or nominated person appointed by the Club Committee, shall keep a full and accurate record of the proceedings at such meeting

11.8. The Chairman shall at all general meetings have unlimited authority upon every question of order and shall be, for the purpose of such meeting, the sole interpreter of the rules of the Club.

11.9. Use of electronic communications for general meetings is permitted and the Club Committee may in their absolute discretion determine that an annual or special general meeting is to be held virtually. Members may participate in the meeting through the use of telephone conference, video conference, online platform and/or other communication technology by means of which all persons participating in the meeting are able:

11.9.1. to communicate to all other persons participating in the meeting, during the meeting, any information or opinions which they have on the business of the meeting; and

11.9.2. to vote, during the meeting; on resolutions put to the vote at the meeting such that their votes can be taken into account at the same time as the votes of all the other persons attending the meeting in determining whether or not such resolutions are passed,

11.9.3. such participation in the meeting shall constitute presence in person at that meeting. The details of the communication technology and procedures to be used, shall be stated in the notice calling the meeting in respect of which it applies.

11.9.4. The log in details will be sent out in the administration of the general meeting 10 days before.

11.9.5. All members requesting to attend a virtual meeting are required to register in advance using an email account to which an electronic meeting invitation will be sent. These registrations must be submitted no later than three full working days prior to the meeting. Eligible voters during the meeting shall vote either electronically, by hand, voice or text.

11.9.6. If voting via text, two Independent Club Scrutineers will be appointed prior to the meeting and will disclose the mobile numbers to receive any votes. 11.9.7. An independent member will have the only copy of the members telephone numbers and voting reference number, the two scrutineers will be in contact and in the event a member has not voted they will be contacted by the independent member to be asked to vote or abstain.

11.10. Members wishing to submit an absentee ballot must register 14 days prior to the meeting and they will be sent their absentee form with the administration pack.

11.10.1. The absentee ballot must be submitted to one of the scrutineers in the week prior to the meeting or submitted electronically if the Club is using an online system for counting votes. All information on how to submit your vote will be sent with the administration pack.

11.11. The Club does not allow members to appoint a proxy if they are unable to attend an annual or special general meeting.

12. Alteration of the Rules and other Resolutions

12.1. The rules may be altered by resolution at an annual or special general meeting provided that the resolution is carried by a majority of at least [two-thirds] of members present and entitled to vote at the general meeting. No amendment(s) to the rules shall become effective until such amendment(s) have been submitted to and validated by such person as is authorised to do so by RGB.

12.2. Members shall be entitled to put any proposal for consideration at any general meeting provided the proposal in writing shall be forwarded to the Secretary of the Club to be received by the Secretary not later than 14 days before the date of the meeting and thereafter the Secretary shall supply a copy of the proposal or resolution to the members in the manner provided in Rule 11.1.

13. By-Laws

13.1. The Club Committee shall have power to make, repeal and amend regulations and by-laws as they may from time to time consider necessary for the well-being of the Club. Such regulations, by-laws, repeals and amendments shall have effect until set aside by the Club Committee or at a general meeting. The Club Committee shall have the power to settle disputed points not otherwise provided for in the Constitution.

14. Finance

14.1. The Club Treasurer will be responsible for the management of finances of the Club, but subject to the approval of the Club Club Committee. The Club Committee of the Club or any officer of the Club may not incur, take on or in any manner commit the Club to borrowing, financial support, or an undertaking outside the normal business of the Club without the approval of the Treasurer, Chairman or by members at a general meeting (AGM or SGM) in line with finance limits agreed within finance policy.

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

14.3. Independent financial statements will be presented by the Treasurer at the annual general meeting.

14.4. All members of the executive shall be empowered to receive and acknowledge cash on behalf of the Club provided that the transaction is supported by appropriate documentation.

14.5. Any monies drawn against the Club's funds or payments made from the Club funds should be authorised by the Treasurer following the finance policy.

14.6. All monies payable to the Club shall be received by the Treasurer within 14 days and deposited in the Club bank account.

14.7. Any monies not required for immediate use may be invested at the Club Committee's discretion with guidance from the Treasurer.

14.8. The income and property of the Club shall be applied only in furtherance of the objects of the Club and no part thereof shall be paid by way of bonus, dividend or profit to any members of the Club

14.9. The Club Committee shall have power to authorise the payment of expenses to any officer or member of the Club and to any other person or persons for services rendered to the Club in accordance with the finance policy.

14.10. The financial transactions of the Club shall be recorded by the Treasurer and reconciled to monthly bank statements.

14.11. Financial summaries, key risks / concerns and any breaches of finance policies to be provided by the Treasurer at executive meetings.

14.12. The financial year of the Club shall be the period commencing on 1st November and ending on 31st October to which day the accounts of the Club shall be balanced. Any change to the financial year shall require approval of the members in a general meeting.

14.13. The Club Committee shall retain all financial records relating to the Club and copies of minutes of all meetings in accordance with the RGB.

15. Borrowing

15.1. No Club member will borrow money on behalf of the Club.

15.2. Where the Club needs to borrow in extraordinary circumstances, the

Club Committee must call an SGM where it will be discussed and voted for by the eligible members.

16. Property

16.1. The Club shall complete an annual detailed asset register detailing its value, condition and location and will be stored on Club-organiser.

16.2. It is the responsibility of the member in charge of the asset to ensure that such equipment is returned in the same working condition as issued allowing for general wear and tear.

16.3. Any faulty or damaged equipment should be reported to the executive immediately. Members may be responsible for repair/replacement costs.

17. Dissolution

17.1. A resolution to dissolve the Club shall only be proposed at a general meeting and shall be carried by a majority of at least three - quarters of the members present entitled to vote. A specific date for the dissolution shall be included in the resolution.

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

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

18. Acknowledgment

18.1. The members acknowledge that these rules constitute a legally binding contract to regulate the relationship of the members with each other, the Club and the relevant (RGB).

18.1.1. Any breach of the Club Constitution will be referred through the disciplinary

procedure (ref section 6)

18.2 This Constitution must be readily available to all Club members. This may be via posting on the Club website or shared with members annually at the time of membership renewal.

18.3. The following statement must appear on Club membership forms. The submission of a completed membership form will confirm the members' acceptance of the following statement.

"I acknowledge receipt of the rules of the Club and confirm my understanding and acceptance that such rules (as amended from time to time) shall govern my membership of the Club. I further acknowledge and accept the responsibilities of membership upon members as set out in these rules."