

CONSTITUTION AND RULES OF MOLD CANOE CLUB

1. NAME

The Club shall be known as the Mold Canoe Club hereinafter known as the Club.

2. OBJECTS

The objects of the Club are to promote the sport and recreation of canoeing.

3. MEMBERSHIP

i) **Qualification:** Any person who undertakes to behave in the best interests of canoeing shall be eligible for membership.

ii) **Classes of Membership:**

- Senior Members who shall be over the age of 18
- Junior Members who shall be under the age of 18. Those under 8 will only be admitted when one or both parents/guardians are members.
- Family Members. The spouse and/or children of a full member.

iii) **Membership** Applications shall be subject to the approval of the Committee and shall be accompanied by a fee representing the appropriate proportion of the annual subscription. The committee may refuse to elect to membership any applicant without assigning a reason for doing so.

iv) **Restriction** A person who has been expelled from, or refused membership of Canoe Wales or other associations shall not be eligible for membership.

4. SUBSCRIPTIONS

Rates shall be determined by the General Meeting and shall be due on 01st October of each year.

5. CESSATION OF MEMBERSHIP

i) Any member may resign giving one month's clear notice in writing to the Secretary.

ii) Any member violating the rules or regulations of the club or being adjudged guilty of unsatisfactory conduct may, by resolution of the General Committee, be suspended or expelled. Any member so suspended or expelled may appeal to a Special General Meeting if such an appeal is sponsored by not less than 20% of members who are entitled to vote.

- iii) A member shall be deemed to have resigned from the Club if, after due notice in writing, he/she has not paid by 31st December the annual subscription that became due on 01st October. He/She may rejoin at any time during the year on payment of the subscription.

6. SECTIONS

The Club may organise various sections to cover the various activities of canoeing.

7. DISQUALIFICATION FROM HOLDING OFFICE

- i) Only members entitled to vote are eligible to hold office, except that the Juniors may elect a representative to the General Committee who will be entitled to vote.
- ii) Except under 7(i) any member who is under 14 years of age shall not be eligible for election to the General Committee of the Club.
- iii) Any member whose main income is derived from the sale or manufacture of canoes and/or accessories, or who is disqualified as an amateur under the rules of the WCA, shall not be eligible for election to the General Committee of the Club, but such person may be co-opted without voting rights.

8. THE GENERAL COMMITTEE

- i) The General Committee shall conduct the affairs of the Club as a whole and shall consist of a Chairperson, Secretary, Treasurer, Welfare / Safeguarding Officer and other officers as deemed necessary to meet the needs of the club. Additionally, the General Committee may co-opt not more than six members of the Club to its number.
- iv) Nominations for the positions of Chairperson, Hon. Secretary, Hon. Treasurer and other officers shall be put forward in the form of motions, proposed and seconded, at the Annual General Meeting of the Club. The AGM will then elect the officers for a period of one year. Members shall be eligible for re-election. A member can only hold a position for a maximum term of 3-years unless approved by members at the Annual General Meeting.

9. DUTIES OF THE GENERAL COMMITTEE

- i) **Chairperson:** Will preside at all General Meetings and General Committees of the Club. He or she shall be responsible for guiding the activities of the Club in accordance with its rules and general policy as expressed by a majority of its members. The Chair shall present or arrange for the representation of the Club at Canoe Wales regional level and at meetings of other organisations. He/She shall be ex officio a member of any other committee of the Club.

- ii) **Hon Secretary:** Will be responsible for the organisation of meetings and recording of minutes. He/She shall also be responsible for all correspondence relating to the general business of the Club.
- iii) **Hon Treasurer:** Will be responsible for the collection of all monies including subscriptions and shall keep the accounts of the Club, presenting an annual report and balance sheets to the AGM. Cheques and on-line banking require two authorisations. The treasurer must make the General Committee aware of any existing or potential financial or cash flow problems.
- iv) The duties of other officers shall be determined by the General Committee with the approval of a Club General Meeting.

10. OPERATION OF THE GENERAL COMMITTEE

- i) The General Committee shall be responsible for the overall conduct of the Club's business and activities.
- ii) The Committee shall meet at regular intervals during the year, as required by the business to be transacted.
- iii) Special meetings of the Committee shall be called by the Secretary at the request of the Chairperson or not less than three Committee members.
- iv) A quorum shall consist of four members of the General Committee.
- v) In the case of a vacancy arising amongst its membership the Committee shall appoint another eligible person to act until the next AGM.

11. GENERAL MEETINGS

- i) An AGM shall be held in the Autumn of each year, to receive reports from the officers, consider the accounts and to elect officers and General Committee members for the next year.
- ii) An Extraordinary General Meeting shall be called on the instruction of a simple majority of the General Committee or on a requisition signed by twenty-five per cent of the Club members entitled to vote.
- iii) Not less than 21 days clear notice shall be given, specifying to all members the time and business of the General Meeting.
- iv) At any General Meeting, a motion put to the vote shall be decided by show of hands, of those entitled to vote, except when more than one nomination has been received for a position on the General Committee, in which case voting will be by secret ballot.

- v) At all General Meetings the Chairperson will preside or, in his/her absence, a Chairperson of the meeting will be elected by the voting members present.
- vi) At all General Meetings not less than twenty per cent of the members of the Club shall constitute a quorum.
- vii) **Absences of quorum:** If after half an hour from the time appointed for the meeting a quorum is not present, the Meeting, if called at the request of the members, shall be dissolved. In any other case, the Meeting shall be adjourned until a suitable subsequent date when those members present shall constitute a quorum.
- viii) **Accidental Omission** to give notice of a meeting or the non-receipt of a notice by any member shall not invalidate the proceedings of a Meeting.

12. VOTING

Only members over the age of fourteen years are entitled to vote at meetings.

13. LIABILITY

- i) The General Committee shall manage the affairs of the Club. Financial or other 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.
- ii) All members or other persons who attend Club tours or meets do so at their own risk and neither the Club nor its officers can accept any liability for loss or injury of any kind sustained in activities under the auspices of the Club.

14. AUDITOR

Every Annual General Meeting shall appoint a Hon 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.

15. DISTRIBUTION OF PROFITS

In no circumstances can any profit be distributed to the members, but any profits earned shall be contributed to the General Fund for furthering the objects of the Club.

16. 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.

17. 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 General Committee whose decision shall be final.

18. RULES

The General Committee shall be empowered to draw up rules for the safe conduct of canoeing activities. These shall include behaviour at pool sessions, the wearing of buoyancy aids and helmets on the river and a requirement to follow the instructions of coaches and Club officers at all times. It is a fundamental rule that no member shall participate in canoeing activity unless they can swim a distance of 50 metres with or without a buoyancy aid.

19. DECLARATION

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

Name	Wendy Williamson	Position	Chairperson
Sign	<i>W Williamson</i>	Date	23/10/2023

Name	Mark Abbott	Position	Vice-Chairperson
Sign	<i>M Abbott</i>	Date	23/10/2023

20. ALTERATION OF CONSTITUTION

This Constitution shall not be altered, amended or rescinded except by a General Meeting of the Club. A resolution to give effect to a change must be passed by a majority of seventy-five percent of the members present.
