

WIGAN WHEELERS AND TRIATHLON CLUB CONSTITUTION AND RULES

1 Name

The club will be called **WIGAN WHEELERS AND TRIATHLON CLUB (WW&T)** and will be affiliated to **BRITISH CYCLING** and the **BRITISH TRIATHLON FEDERATION**. In addition the club will have affiliations with CTT, NLTTA, CTC and RRA.

2 Aims and objectives

The aims and objectives of the club will be :

- To encourage the practice, promotion, development and participation of **CYCLING** and **TRIATHLON** and associated sports in the Wigan borough
- To offer coaching opportunities in **CYCLING** and **TRIATHLON**
- To provide regular training sessions in all three disciplines
- To guide in racing opportunities in **CYCLING** and **TRIATHLON**
- To provide coaching and guidance to junior athletes
- To ensure a duty of care to all members of the club
- To ensure that all members receive fair and equal treatment

The club is committed to encouraging the highest ethical standards. All individuals involved in the club should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner.

3 Membership

All members joining the club shall be deemed to accept the terms of this constitution and any rules adopted by the club. Membership is open to all and no application for membership will be refused on other than reasonable grounds. There will be no discrimination on ground of race, occupation, sex or religion, political or other. Members will be enrolled in one of the following categories:

- Senior
- Junior, minimum age limit of 8yr applies
- Family
- OAP/Concession

Limitation of membership is that any children under the age of 16 attending races, training or other club activities must be accompanied by their parent or guardian who shall be entirely responsible for them. For young people aged 16 or 17, a parent or guardian is to be entirely responsible for their attendance at all club activities. The club accepts no liability for the ill health or injury of its members whilst racing or training.

All members of the club are required to hold current insurance against personal injury and 3rd party liability.

4 Membership fees

Membership fees will be set annually and agreed by the Management committee or determined at the Annual General Meeting.

Fees will be paid ***annually from 1st January***, any member failing to make payment by 28th February shall cease to be entitled to the rights and privileges of membership. Members joining after 31st October shall be deemed to have paid their subscription for the following year. No pro-rata reduction will be applied to membership fees for new or returning members not making payment before.

Honorary life membership of the club may be conferred upon any member by a majority vote of those present at the AGM in recognition of someone who has performed an outstanding service, or who has made an outstanding contribution to the club or local community.

5 Management

The affairs of the club shall be conducted by an executive committee which shall consist of the following officers:

- Chairman
- Vice Chair (committee numbers permitting)
- Secretary
- Treasurer (elected by the executive committee)
- Time Trial Secretary
- Road Race Secretary
- Triathlon Secretary
- Communications (inc social media) co-ordinator
- Head Coach

Officers will be elected and agreed annually at the Annual General Meeting, formal recording of this will be made in the AGM minutes. No member who has transferred from another club within the previous 2 years may stand for committee post unless approved during the AGM and the current standing chairman. No committee member of another club may hold a post within WW&T unless approved by the current standing chairman.

The executive committee shall have full power to deal with all matters relating to the club not reserved to a general meeting in terms of this constitution.

The officers of the club who shall be honorary shall be Chairman, Treasurer and Secretary. If the post of any officer or ordinary committee member should fall vacant after an election or mid-term, the committee shall have the power to fill the vacancy until the succeeding Annual General Meeting (AGM). The club will be managed through a committee consisting of:

Chairman/Vice chair/ Secretary/Treasurer/Head Coach/Junior Club Representative/Website and data co-ordinator/Kit co-ordinator

Only these posts will have the right to vote at meetings of the committee.

The committee will be convened by the Secretary of the club, with a minimum of one per year to cover a year end AGM. The committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club. All committee members must be members of the club.

6 Finance

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

The club treasurer will be responsible for the finances of the club.

The financial year of the club will end on : 31st October

A statement of annual accounts will be presented by the Treasurer at the AGM, these may be subject to independent audit by one of the club members who is reasonably independent ideally with a knowledge of accountancy and who is not a member of the executive committee.

Any cheques drawn against club funds should hold the signatures of the Treasurer and at least one other committee member.

7 Annual General Meetings

The club secretary will arrange a time, date and venue for the club AGM in the fourth quarter each calendar year. Any senior paid up member is entitled to attend and vote at a general meeting, any considerations should be made in writing to the secretary no later than 14 days before the date of the meeting.

The AGM will receive a report from officers of the committee and a statement of the accounts.

Nominations for officers of the committee will be sent to the Secretary prior to the AGM. Election of officers is to take place at the AGM.

The Chairman and Secretary will determine if the meetings are quorate and appropriate to conclude the agenda, target will be 5 committee members. The Chairman shall at all General Meetings have unlimited authority upon every question of order and shall be the sole interpreter of the rules of the club.

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.

8 Club Awards and Records

Club records shall be kept by the secretary for 10, 25, 30, 50, 100 miles and 12 & 24 hours achieved under CTT conditions.

The following Championships/Competitions are considered;

- i. Club BAR held over 25, 50 and 100 miles calculated on the average of the three speeds (mph)
- ii. Vets BAR held over 25, 50 and 100 miles calculated on the average of the three speeds (mph)
- iii. Junior BAR held over 10 and 25 miles calculated on the average of the two average speeds (mph)
- iv. Ladies BAR held over 2x10 and 2x25 miles calculated on the total average speed.
- v. 25mile handicap Liptrot-Dewhurst trophy
- vi. 25mile handicap Cavey cup
- vii. 50mile handicap Fletcher trophy
- viii. 12hours McCurdy cup for best 12hours on any course
- ix. 12hours 24hour trophy for the best 24hrs on any course
- x. Road racing - Vet, senior, Junior and ladies champions to be decided by the executive committee on the basis of performance in the season
- xi. Cyclo-Cross - Vet, senior, Junior and ladies champions to be decided by the executive committee on the basis of performance in the season

Any members of other cycling or triathlon clubs will not be eligible for any club awards or records. When the club is promoting an open event, NO club member may compete without prior agreement from the organising executive committee secretary.

9 Discipline and appeals

Any complaints should be submitted in writing to the Secretary. Following review with the current chairman, if required the committee will meet to hear complaints within 14 days of a complaint being lodged.

The committee will be responsible for disciplinary hearings of members who infringe the club rules / regulations / constitution. The committee will be responsible for taking any action of suspension or discipline following such hearings. 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 5 days of the hearing. There will be the right of appeal to the committee following disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal.

10 Dissolution

The club is a non-profit making organisation. All profits and surpluses will be used to maintain or

improve or develop the club. No profit or surplus will be distributed other than to another non-profit making body on a winding-up or dissolution of the club.

If, upon the dissolution of the club there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be transferred to some other organisation or organisations having objects similar to the objects of the club, and such organisations to be determined by the members of the club by resolution passed at a general meeting, or in the absence of such a resolution will become the property of THE BRITISH TRIATHLON ASSOCIATION.

11 Amendments to the constitution

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

12 CLUB CONSTITUTION

Any change to the constitution shall require a two thirds majority vote of those present and eligible to vote at a general meeting or AGM. A proposal to change the constitution must be submitted in writing to the secretary who shall circulate the proposals to all members and allow seven days for submission of any amendments before calling a meeting or taking into the general meeting for approval.

Declaration

WIGAN WHEELERS AND TRIATHLON CLUB hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

WIGAN WHEELERS AND TRIATHLON CLUB adopts the British Cycling and British Triathlon Federation Child Protection Policy which also encompasses the protection of Vulnerable Adults full details are on the relevant websites.

This constitution was formerly adopted at the merger of Wigan Wheelers and Wigan Triathlon Clubs September 2019 and replaces the separate constitutions used by the separate clubs.