

# **MONMOUTH ROWING CLUB CONSTITUTION**

(last revised at the EGM on 19<sup>th</sup> November 2021)

## **1. NAME**

The Club shall be known as Monmouth Rowing Club hereinafter known as 'the Club'.  
The address of the Club shall be The Boat House, Old Dixton Road, Monmouth NP25 3DP and the colours shall be Claret and Silver.

## **2. OBJECTIVES**

The objectives of the Club are to provide facilities for and encourage participation in the sport of rowing and sculling at Monmouth, and to provide opportunities for social and recreation activities for members and their guests. The club shall be open to the whole community without discrimination.

The Club shall be affiliated to Welsh Rowing.

## **3. MEMBERSHIP**

Membership of the Club shall be open to anyone interested in the sport of rowing, on application, in accordance with the Equal Opportunities Policy (Paragraph 4). However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

- a. The Club may have different classes of membership subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- b. The classes of membership of the Club shall be as prescribed by the Committee.
- c. Applicants for membership and members renewing their membership, will abide by the Rules of the Club and the sport of rowing.
- d. 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.

## **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, social status, sexual orientation or political belief or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance or safety.

## **5. CHILD PROTECTION PROCEDURES**

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

## **6. SUBSCRIPTION**

The rates of subscription shall be determined by the Committee and shall be due on election (pro rata until the First of April next) and, thereafter, on or before the First of April in each year or by monthly instalments.

## **7. CESSATION OF MEMBERSHIP**

Membership of the club shall cease:-

- a. By notice in writing addressed to the Committee resigning membership of the club.
- b. By failure to pay the annual subscription within one month of its falling due.
- c. By the Committee, in their absolute discretion and without being required to give any reason, terminating or suspending the membership of any member.

## **8. 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 Chair. 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.

## **9. TRUSTEES**

- a. There shall not be more than four nor less than two Trustees of the club. The Trustees of the club shall be appointed by the Committee and shall continue as such until their several successors are appointed or until death resignation or withdrawal or until the club shall at any General Meeting resolve to remove them.
- b. All property of the club shall be vested in the Trustees representing and acting for the whole of the members of the club. The Trustees shall be indemnified against risk and expense out of the club property.
- c. The Trustees shall deal with the Freehold and Leasehold property of the Club in accordance with the instructions given by the Committee or any General Meeting of the Club. Any monies requiring to be invested on behalf of the Club may be invested in the purchase, or upon the security, of such investments as the Trustees, in their absolute discretion, think fit to the intent that the Trustees shall have the same unrestricted powers of investing in all respects as if they were absolutely entitled thereto beneficially.
- d. The Trustees may when authorised thereto by the Committee hold, purchase, sell, exchange, mortgage, charge or lease any land or buildings or build upon the land or alter and demolish buildings and rebuild.
- e. The Trustees may when authorised thereto by the Committee obtain advances of money for the purposes of the club either unsecured or upon the security of bonds agreements or promissory notes or certificates of indebtedness or mortgages or charges of real or personal property of the club or bills of sale on all or any of the goods and chattels of the club upon such terms as to interest and as to the time and manner of repayment as the Committee may determine.

## **10. CLUB COMMITTEE**

- a. The Committee is responsible for the general conduct of the Club's business and activities.
- b. The Committee shall consist of a President, Chair, Secretary, Treasurer, Club Captain and other Officers as deemed necessary by the Committee together with up to four Ordinary members to be appointed at the AGM. The Committee shall have the power to:
  - i. Appoint members to unfilled Officer positions.
  - ii. Co-opt up to four members but co-opted members shall have no right to vote at meetings.
- c. The Committee shall meet at regular intervals during the year, as required by the business to be transacted.
- d. Special meetings of the Committee shall be called by the Secretary on instructions from the Chair, or not less than three committee members.
- e. A quorum shall consist of not less than 5 members.
- f. In the case of casual vacancy among the Committee, the Committee shall be entitled to appoint another eligible person to act until the next AGM.
- g. The Committee and individual committee members should act according to high ethical standards and ensure that conflicts of interest are properly dealt with.

## **11. GENERAL MEETINGS**

- a. An Annual General Meeting shall be held in October or November of each year. here shall be laid before the meeting a statement of accounts made up to the 30th September immediately preceding.
- b. 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 one fifth of the members of the Club entitled to vote.
- c. Not less than 21 days clear notice shall be given, specifying to all members the time and business of the General Meeting.
- d. Motions for discussion at Annual General Meetings not of origin from within the Committee shall be lodged with the Secretary at least 14 days preceding the AGM.
- e. 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.
- f. At all General Meetings the Chair will preside or, in his/her absence, a Chair for the meeting will be elected by the voting members present.
- g. At all General Meetings 20 or one fifth of the members of the Club, whichever is the less, entitled to vote shall constitute a quorum.
- h. **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 time and place to be fixed by the Committee. If a quorum is not present within half an hour from the time appointed for an Adjourned Meeting, the members present shall be a quorum.
- i. Accidental Omission: 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.

## **12. VIRTUAL MEETINGS**

General Meetings and meetings of the Committee need not be face to face and may at the discretion of the Committee be held virtually

## **13. LIABILITY**

The 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 preferably civil liability insurance is in place to cover all the activities of the club, its committee and members.

## **14. VOTING**

- a. All members (age of 16 and over) are entitled to vote except:
  - i. Social Members
  - ii. Holiday Members
- b. Only members aged 18 and over shall hold office

## **15. ALTERATION OF CONSTITUTION**

- a. This constitution shall not be altered, amended or rescinded except by a General Meeting of the Club.
- b. A resolution to give effect to a change must be passed by at least 75% of the members present at the General Meeting and voting on this behalf.

## **16. AUDITOR**

Every Annual General Meeting shall appoint an Auditor who shall at the conclusion of the next financial year examine the accounting records of the Club, and report to the members on the income and expenditure accounts and balance sheet that are presented to the next AGM.

**17. LICENSING**

The Club has the benefit of a Premises Licence issued by Monmouthshire County Council under the provisions of the Licensing Act 2003 for the sale of alcohol, playing of recorded music, performance of dance and late night refreshment. All members must acquaint themselves with the terms of the licence and comply with them.

**18. 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.

**19. TERMINATION**

The Club shall not terminate except by a resolution of a Special General Meeting convened for the purpose and passed by at least 75% of the members present. 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.

**20. 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.