



## PORTSMOUTH NORTH END CYCLING CLUB RULES

1. Portsmouth North End Cycling Club (hereinafter referred to as 'the Club') shall adhere to its Constitution. The Constitution can only be amended by a ballot of eligible members at an Annual General Meeting (AGM) or at an Extraordinary General Meeting (EGM) called specially for that purpose.<sup>1</sup> The Committee has no power to override the Constitution.
2. No Rules shall be amended or rescinded except at an AGM or an EGM called for that purpose.
3. The Committee shall have the power to decide all questions not provided for by these Rules or by the Constitution.
4. No member of the Committee is to hold office or serve on a committee of any other cycling club. There is no restriction regarding participation on a governing body's committee. However, the Committee reserves the right to disbar such participation if a conflict of interest is perceived which is detrimental to the Club's constitutional aims and objectives.
5. The maximum term of office in the same role (upon annual AGM re-election) will be four consecutive years, with a minimum of 2 years out of office. Role holders shall support a succession plan and a cooperative handover to new appointees. The Chair of the Club is responsible to lead and support a diverse, competent and motivated Committee focussed commonly on the Club's purpose, its future and in the interests of its members.
6. In addition to the officers mandated by the Constitution, an Examiner of Accounts, a Mountain Bike Representative, a Cyclo-Cross Representative and necessary Delegates, Coaches, Timekeepers and their Assistants are to be elected by ballot at the AGM.<sup>2</sup>
7. Any member of the Committee failing to attend three consecutive meetings without satisfactory explanation shall be considered to have resigned their office.
8. A prospective member must complete an application form and present it with the appropriate fee to the Membership Coordinator. If deemed necessary by the Membership Coordinator, the application may be presented to the Committee for approval.
9. Membership subscriptions become due on 1<sup>st</sup> January each year. Any member being three months in arrears with subscriptions shall be deemed to have left the Club. The Club may insist that a rejoiner pays all back subscriptions if rejoining less than twelve months after expiry of previous membership.<sup>3</sup>
10. A member wishing to upgrade their Associate membership to Full, Junior or Youth may do so by giving notice to the Membership Secretary. An additional fee may be due but no partial refund shall be made.<sup>4</sup>

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<sup>1</sup> As mandated in the Constitution itself.

<sup>2</sup> Only the Examiner of Accounts position is mandatory and it must not be conducted by an existing Committee member; any other non-Executive position may be gapped if deemed to be not required at the time of the AGM.

<sup>3</sup> Although the Club is required to treat everyone equally regardless of economic status, this allows the Membership Secretary to make an informed judgement on a rejoiner's ability to pay back subscriptions.

<sup>4</sup> It is theoretically possible for a rider under 18 years old to hold Associate membership and then wish to upgrade to Junior membership which actually costs less.



11. A member wishing to downgrade their membership from Full, Junior or Youth to Associate member may do so by giving notice to the Membership Secretary. No partial refund of subscriptions shall be made.
12. The immediate family of a Full member will be deemed to be Associate members.<sup>5</sup>
13. The Club may bestow Life Membership on any member it wishes to honour, such election being by simple majority at an AGM.<sup>6</sup> Such Life Members shall be entitled to all privileges of Full membership.
14. Members wishing to compete in races held under CTT or BC rules must not be in arrears with their Club subscriptions by the date of their first event.<sup>7</sup>
15. Club funds cannot be used for the direct or indirect private benefit of any member. The Committee may sanction limited use of Club funds by a member directly representing the Club and its interests.<sup>8</sup> Funding requests shall be proposed by Committee Members to support the club purposes within their role. Where the Club pays for the training or qualifications of an individual, it does so in good faith, and on the basis that the skill or qualification shall be used for the purposes of the club.
16. Club property can only be used for the direct or indirect private benefit of a member if specifically sanctioned by the Committee.<sup>9</sup> The Committee may delegate authority to sanction the use of Club property by any member directly representing the Club and its interests.<sup>10</sup>
17. On cessation of membership all Club property must be returned to the Secretary. All social media and digital account permissions must be transferred to the Media Secretary. All membership benefits, privileges and authorities shall cease and records updated.
18. These Rules and the Club Constitution shall be available to view or download on the Club website in Read Only Format. On request the Club Constitution shall be available by electronic copy to any member through their registered email correspondence address on request to the Club Secretary. By exception, a hard copy may be available on request to the Club Secretary.

Updated to V03.0, AGM, 27<sup>th</sup> November 2021

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<sup>5</sup> In practice this refers to a spouse and children and encourages participation in cycling at a social and/or support level.

<sup>6</sup> For this to be a pleasant surprise for the intended recipient, this need not be placed on the agenda but, out of courtesy, the presiding officer should be given advanced notice of the intended nomination. The nomination must be seconded.

<sup>7</sup> Although it is recognised that novice riders may be allowed to compete under 'come and try' dispensation or similar.

<sup>8</sup> For example reimbursing a race entry fee for a young rider in a high profile event.

<sup>9</sup> For example if the Club has a CB radio and its custodian wishes to use it for a worthy cause e.g. a Scout Association day hike at a time when it was not needed by the Club for a cycle race or similar. Any damage incurred must be paid for.

<sup>10</sup> For example delegating authority to the Track Secretary to decide who uses the Club track bikes.