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# C.R.C.C.C. CONSTITUTION

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**1. TITLE:**

The club will be known as the “*Caldicot Radio Controlled Car Club*” (also known as Caldicot RC Racers for PR purposes). It will be referred to in this constitution as “the Club”.

**2. OBJECT:**

To promote radio controlled car racing in South East Wales and the surrounding areas. The club will facilitate and provide the Club’s members with opportunities to engage in radio controlled car racing and enjoy the benefits and facilities provided by the Club.

**3. MEMBERSHIP:**

Membership of the Club shall be open to all without discrimination and will commence when the relevant membership documentation has been completed and the appropriate membership subscription paid (subject to Committee approval).

The Club membership shall consist of the following categories:

A Adult Members (From 16 years old upwards)

B Junior Members (Up to 16 years old)

**4. SUBSCRIPTIONS:**

Annual membership subscriptions for Adult and Junior Membership are to be paid by cash or cheque.

**5. OFFICIALS:**

The administration of the Club and the enforcement of the Club rules and constitution shall be the sole responsibility of the Club Committee being the duly elected members provided for below.

Eligibility for election onto the Club Committee is open to any Member, provided they have been a member during the previous two years and that their nomination is supported by two other Club Members in writing.

The duly elected Club Committee shall consist of the following;

CHAIRMAN

TREASURER

SECRETARY

TIMEKEEPER

P.R. OFFICER

In addition to the duly elected members of the Club Committee, the following shall be Co-opted Members of the Club Committee as required.  
CHILD PROTECTION OFFICER  
WEB DESIGNER

The roles of Treasurer and Chairman must be held by separate individuals, however they may in turn occupy more than one position on the committee.

Each duly elected Club Committee Member shall be permitted to have, at his or her sole discretion, a sub-committee made up of other Club Members to assist in his or her duties.

In all decisions to be made by the duly elected Club Committee, including any decisions to expel any Members from the Club; or refuse to permit any applicant to join the Club; or to refuse to renew their Membership, **the Chairman shall have the casting vote.**

The Club Committee's term of office shall be for 12 months with elections to take place at the AGM. All nominations for election to the Club Committee are to be in writing received by the Club Secretary not later than 14 days before the AGM.

Any Member of the Club committee may, if he or she so chooses, seek re-election to the same or any other post.

The Club Committee shall meet at regular intervals to be decided by the Committee.

Any variation to the Club's Rules or Constitution shall be decided upon by the duly elected Club Committee and any altered rules or amendments to the Constitution shall be published on the club website no later than 14 days after the decision.

## 6. **VOTING:**

Those eligible to vote at the AGM or any EGM called by the Club Committee are: -

- Every Adult member of the Club
- Every Junior Member whose vote shall be cast by their parent provided always that their parent is not already entitled to vote by reason of his or her Adult Membership of the Club. In the event that both parents of a junior member of the Club are eligible to vote in their own right the junior will not have a vote in addition.

No block votes will be allowed on any issue, one member-one vote will apply.

**7. FINANCE:**

All matters relating to spending within the Club shall be referred through the Treasurer to the Club Committee. The Treasurer shall provide financial updates to the Club Committee and present an annual report at the AGM.

There will be two signatories on the Club account cheque-book one of whom will be the Treasurer. No major expenditure in excess of £200 will be possible without the prior approval of the Club Committee. The Clubs accounts will be reviewed yearly.

All surplus income or profits are to be re-invested in the club. No surpluses or assets will be distributed to members or third parties.

**8. FINANCIAL YEAR:**

The financial year shall run from the 1<sup>st</sup> January.

**9. ANNUAL GENERAL MEETING:**

All members shall be informed of the date and agenda of the AGM by publishing details on the club website and any appropriate forum/social media . The following business shall be considered at the AGM:

- A Report on the general workings of the club;
- B Report on the position of the club's finances;
- C. Election of Club officers/Committee Members,
- D. Discussion of any other business of which due notice has been given.

All proposals are to be in writing, received by the Club Secretary not later than 14 days before the AGM.

**10. DEFICIENCY OF FUNDS:**

It is the responsibility of the Treasurer to inform the Club Committee of any impending deficiency of funds. The duly elected Club Committee will then decide as to whether an auditor needs to be brought in to advise on raising capital from the Club membership or on closure of the Club.

**11. EQUAL OPPORTUNITIES POLICY:**

This is to be reviewed annually by the Club Committee.

**12. HEALTH & SAFETY POLICY:**

The Club Committee be responsible for reviewing the document and ensuring adherence to current Health & Safety Legislation.

**13. CHILD PROTECTION POLICY:**

Each Year the Club Committee shall review the current BRCA Child Protection Policy and the Committee shall elect a Club Member to be responsible for ensuring the Club's Members adhere to the current policy.

**14. MEMBERS ADDRESSES:**

Each member's address shall be recorded on the Club's records and shall be deemed correct unless the Secretary has been duly notified in writing. It is each individual member's responsibility to ensure that the Club Secretary is aware of their own current address and other contact details.

**15. CLUB RULES:**

Every Club Member will abide by the rules as laid out by the Committee from time to time and, as a condition of Club Membership, sign a memorandum undertaking to observe the rules and directives of the Club and to do nothing that might bring the Club into disrepute. Such memorandum to be retained by the Club Secretary.

**Any serious breach of the Club's rules and or Constitution shall entitle the duly elected Club Committee in its discretion to end summarily any member's membership of the Club.**

Any Member whose membership is terminated in accordance with the above provision shall not be entitled to any refund of the balance of the annual Membership subscription.

Any non-members permitted to race by the Club Committee at a Club event, will also be required to abide by the rules as laid out by the Committee. The Club Committee reserve the right to refuse or rescind entry to a Club event. Any individual whose entry is terminated in accordance with the above provision shall not be entitled to any refund of any entry fees paid.

**16. TROPHIES:**

There will be NO money prizes awarded by the Club.

**17. DISSOLUTION:**

Upon dissolution of the club any remaining assets shall be given or transferred to another radio controlled car club, a registered charity or the sport's governing body, as determined by the Club Committee.