



Club Rules

1 THE RULES AND THE CONSTITUTION

These Rules are supplemental to the Club Constitution and in case of any inconsistency or conflict the Club Constitution shall prevail

2 AIMS AND OBJECTIVES

2.1. The aims and objectives of the Club are those set out in the Constitution. In addition the Club will;

- Provide coaching and competitive or recreational opportunities; and
- Be a Club in its own right to enter races and provide predominantly flat water kayaking and canoeing but will introduce people to other kayaking and canoeing disciplines; and
- Ensure a duty of care to all members of the club.

2.2. In furtherance of the above objectives the Club is committed to treating everyone equally regardless of sex, ethnic origin, religion, disability, or beliefs.

3. AFFILIATION

3.1. The Club shall be affiliated to Canoe England and shall incorporate its rules and regulations.

3.2. In the event that there shall be any conflict between any rule or by-law of the Club and of the rules and regulations set out above in clause 3.1 the Club Rules shall prevail.

4. MEMBERSHIP

4.1. Total membership of the Club shall not be limited, however if the General Committee considers that there is good reason to impose a limit from time to time then the General Committee shall put forward such proposal to a General Meeting of the Members.

4.2 Any person who undertakes to behave in the best interest of the Club's objectives shall be eligible for membership regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religious or other beliefs.

4.3. **Classes of Membership**

- a. Adult members – over the age of 18
- b. Junior members – under the age of 18. Those under 16 years old will only be admitted when one or both parents / guardians are members.
- c. Non Paddling members

5. MEMBERSHIP FEES

The membership fees (including different classes and joining fees) shall be determined by the General Committee and shall be due on election and, thereafter, on or before 31st March in each year.

6. EXPULSION AND DISCIPLINARY ACTION

- 6.1. All complaints regarding the behaviour of members should be submitted in writing to the Welfare Officer. If the Welfare Officer is unable to resolve the matter to the satisfaction of the complainant it shall be referred to the General Committee.
- 6.2. Any member violating any of 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.
- 6.3. The General Committee may temporarily suspend or exclude a member from particular activities where it is deemed in the best interests of the Club.

7 GENERAL COMMITTEE

- 7.1 The Charity Trustees appointed under the Club Constitution shall delegate the day to day running of the Club to a General Committee which shall conduct the affairs of the Club and shall meet at regular intervals during the year, as required by the business to be transacted. At least one member of the General Committee shall be a Charity Trustee.
- 7.2. Special meetings of the General Committee shall be called by the Honorary Secretary on instructions from the Chairperson, or not less than three committee members.
- 7.3. The General Committee shall consist of Chairperson, Honorary Secretary, Club Treasurer, Welfare Officer and other officers as deemed necessary by the General Committee.

- 7.4. Additionally, the General Committee may co-opt no more than 5 members of the Club to its number. In the case of casual vacancy among the General Committee, the said Committee shall appoint another eligible person to act.
- 7.5. The position of Chairperson, Hon Secretary, Hon Treasurer and other officers shall be proposed seconded and elected by ballot by the General Committee. The term of office shall be for one year, and members shall be eligible for re-election.
- 7.6. All decisions of the General Committee shall be taken by a simple majority (with the Chair having a casting vote) save that expulsion of a member shall require a two thirds majority of the General Committee.
- 7.7. A quorum for a meeting of the General Committee shall be three and where a quorum is not present the meeting shall be adjourned to a time and date not less than 7 days from the date of the meeting.
- 7.8. The General Committee may from time to time appoint from their number such sub-committees as they shall see fit and delegate to them such powers and duties as they may determine.
- 7.9. The members of the Committee shall be indemnified by the members of the Club against all liabilities properly incurred by them in performing their duties.
- 7.10. Any member who is under the age of 16 years shall not be eligible for election to the General Committee.

8. FINANCES

- 8.1. The Club Treasurer will be responsible for the finances of the club.
- 8.2. The financial year of the club will end on 31st March.
- 8.3. 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.
- 8.4. The Club may not make payment to members for participation in the sport which would contravene amateur status nor can any profit be distributed to members, but any profits earned shall be contributed to a General Fund for furthering the objects of the Club.

9. SECTION COMMITTEES

- 9.1. The Club may organise various sections to cover the various activities of canoeing.
- 9.2. The Section Committees shall each consist of a maximum of 5 members elected by the section concerned, one of whom shall be the section Captain and/or section secretary. A Section Committee may nominate other members of the section to serve the Section Committee.

- 9.3. The Secretary of each section shall keep minutes of all section meetings and be prepared to produce these if required at General Committee meetings. He/ she or she shall also be responsible for the collection of all monies relating to the section and shall submit a balance sheet showing the financial state of the section at the AGM. He/she shall also be prepared at all General Committee meetings to give a statement of the section's finances.
- 9.4. Section Committees may draw up rules and regulations necessary for the efficient management of the section, but such rules and regulations shall not become operative until approved by the General Committee.
- 9.5. Section Committees shall meet at such intervals as are required to satisfactorily conduct the business of the Section, or upon a demand signed by not less than twenty percent of the members of the section committee.

10. SAFETY RULES AND POLICIES

The General Committee shall be empowered to draw up policies and rules for the safe conduct of canoeing activities and which should be adhered to by all members.

11. AMENDMENTS TO THE RULES

These Rules will only be changed through agreement by majority vote at a meeting of the Charity Trustees.

12. DECLARATION

The Club's Charity Trustees hereby make and adopt these Rules

SIGNED: _____ DATE: _____
 Name:

SIGNED: _____ DATE: _____
 Name:

DECLARATION BY EACH MEMBER

I acknowledge that I have read the Club Constitution and the rules of the Club and can confirm that I understand and accept these rules which along with the Club Constitution shall govern my Membership of Devizes Canoe Club.

[Form must be countersigned by a parent or parent having parental responsibility on behalf of any Member less than 18 years of age].

Member