

CLUB CONSTITUTION

1. NAME

The name of the club is **HERCULES WIMBLEDON ATHLETIC CLUB c.i.c.**

2. HEADQUARTERS

- a)** For correspondence: the address of the Club Secretary.
- b)** Track and Field Athletics: Wimbledon Park Track, Wimbledon Park Road, London SW19 6PE
- c)** Cross Country and Road Running: Lauriston Cottage, 6B Southside, London SW19 4TG.

3. COLOURS

Gold top with scarlet sash.

4. OBJECTIVE

To promote participation in athletics within the local and wider community, and to provide coaching and competition to support this activity.

5. ETHOS

- a)** Hercules Wimbledon Athletic Club commits to promoting the positive aspects of athletics and respects the rights, dignity and worth of every person.
- b)** The Club will treat everyone with equal respect and endeavour to offer opportunities to train and compete, irrespective of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

6. ORGANISATION AND MANAGEMENT

- a)** The management of Hercules Wimbledon Athletic Club c.i.c. (the Club) is vested in the Annual and Special General Meetings, the Officers of the Club and the Management Committee (the Committee).
- b)** A General Meeting shall normally be held annually within three months of the end of the Financial Year.
- c)** The Agenda for the Annual General Meeting (AGM) shall normally be in the hands of members at least 14 days before the meeting. Motions and Notices of Amendments to the Club Constitution (also known as the Club Rules) shall be forwarded to reach the General Secretary no later than 21 days before the AGM.
- d)** The AGM shall consider the Annual Report and Statement of Accounts and shall elect the Officers of the Club and members to other positions in the Club and to three other places on the Committee for the following year.
- e)** Voting at General Meetings shall be by the show of hands except where a ballot is demanded by at least 5 members. A simple majority is required for a motion to pass, except for an amendment to the Club Rules

which shall only be passed by the support of two-thirds of those members present and eligible to vote. Anyone whose subscription is in arrears is not eligible to vote.

f) The Officers of the Club, who are members of the Committee, are the Chairman, Club Secretary and Treasurer. When appropriate a Club President may also be elected.

g) The Committee shall consist of all elected office holders (except the honorary auditor) plus the three additional members elected to the Committee at the AGM. Attendance shall be voluntary. Past Presidents may also serve on the Committee if they wish. Four persons shall form a quorum of the Committee, two of whom must be Officers of the Club.

h) The Committee has the power to:

- co-opt additional members (without power to vote) and to fill any vacancies that occur during its term of office.
- appoint any sub-committee deemed necessary.
- in exceptional circumstances, nominate a member whose services to the Club are considered of special merit to be elected a Life member if the AGM thinks fit; and
- where it considers appropriate, invite in Associate membership: 1) all Club coaches, and 2) a person who is making a useful contribution to the Club, or has made a useful contribution and retains an interest in the Club's activities, but does not wish to compete for the Club. Such membership shall not prejudice his or her membership of any other club which operates under UK Athletics (UKA) Rules.
- give rulings on any matter on which the Club Rules are silent.

i) The Committee shall meet at least once every two months and attendance of its members shall be published in the Annual Report. In accordance with the Club's Privacy Policy, circulation of the minutes of committee meetings shall normally be confined to members of the committee, however any Club member may request to see a summary of discussions and agreed actions.

j) At the written request of at least 25 members or if decided by the Committee, the Club Secretary shall call a Special General Meeting giving all members of the club 14 days' notice of the date which shall not be more than 28 days after receipt of the written request or the decision of the Committee. Only business detailed on the notice paper convening the meeting shall be dealt with at that Special General Meeting.

k) In the event of the dissolution of the Club, any assets remaining after the satisfaction of all debts and liabilities shall be transferred to a charitable organisation or organisations having objectives similar to those of the Club.

7. MEMBERSHIP

a) Persons aged 10 or over are eligible for Club Membership. The Club subscribes to the UKA/England Athletics (EA) policy of open membership and equal opportunities.

b) Applications for membership shall be submitted online via the Club website and the appropriate annual subscription paid by direct debit. For candidates aged under 18, the membership form shall be authorised by a parent or guardian. All applicants agree to abide by the Club Rules and Codes of Conduct, which may be updated on occasion.

c) Membership of the Club shall commence on the date of the first direct debit being taken, however all applications for membership are subject to the approval of the committee. In the unlikely event of membership being declined, the annual subscription will be refunded.

d) Those who are changing their first-claim club to this Club must submit the duly prescribed form to EA with the relevant fee.

e) A member of another club shall be admitted to this Club as a second-claim member subject to the rules applicable to a first-claim member. Those who wish to compete for the Club in a discipline not undertaken by their first-claim club (usually track and field) shall submit the duly prescribed form to EA and will then be eligible for Club trophies/awards and to hold Club records for this discipline.

f) Subscriptions shall be paid annually and at such rates as determined by a General Meeting.

g) Membership shall be deemed to cease on cancellation of the annual subscription.

h) Past Presidents who are no longer competing for the Club and anyone who has represented their country at senior level when a First Claim Club member shall be invited to become a Life member.

i) All members, including invited Associate or Life members agree to abide by these Rules and the Club's Codes of Conduct.

j) Where financial assistance is given to a specific athlete, the beneficiary would normally be expected to remain a first claim club member for at least two years after receiving such assistance.

k) All senior members and the parents/carers of young athletes are asked to make themselves available for at least one duty during each Club year (to be chosen from a range of categories and managed by the Club member leading each category). A duty is defined as a minimum of a part day's contribution to an event or activity arranged by, or involving, Hercules Wimbledon AC.

8. COMPLAINTS AND DISPUTES

a) The Club has adopted the UK Athletics (UKA) and Home Country Athletics Federations (HCAF) Codes of Conduct and Child and Adult Safeguarding Policies and Procedures which are accessible to all members via the Club website.

b) All Club members have the right to enjoy athletics in an environment free from intimidation, harassment or abuse in line with the Club's Codes of Conduct, and therefore all Club members have a responsibility to report any malpractice, welfare issues or discriminatory behaviour to the Club Secretary and Welfare Officer. Safeguarding concerns should be reported to the Welfare Officer.

c) The Committee has the power to implement the Club's Grievance and Disciplinary Policy if necessary. In accordance with this policy the committee has the right to issue sanctions or ultimately expel any member who fails to comply with the Club Rules. The Policy includes the right to appeal. If such an appeal is rejected, the member shall have the right to appeal at the next AGM.

9. AFFILIATION AND REGISTRATION

The Committee shall, in its absolute discretion, work with or affiliate to organisations where it considers it to be beneficial to the Club. The Club is affiliated to EA, South of England Athletic Association, South of the Thames Cross Country Association and Surrey County Athletic Association. It may work in partnership with and/or affiliate to (as appropriate) the London Borough of Merton, the Wimbledon Park Heritage Group and other bodies serving the community to promote the maintenance and improvement of facilities and environment of Wimbledon Park and Wimbledon and Putney Commons.

10. FINANCE

- a)** Except where they have a direction from the AGM, the Committee shall have authority in administering the funds of the Club.
- b)** The funds of the Club shall be deposited in an account opened in the name of the Club at a Bank approved by the Committee. Cheques drawn on this account shall be signed by two of three nominated signatories, one of whom shall normally be the Treasurer.
- c)** The Financial Year of the Club ends on 31st December.
- d)** The Statement of Accounts of the Club shall be audited by a Chartered or Certified Accountant, or by two unqualified persons, who shall be appointed at each AGM and shall not be serving members of the Committee. In the event of the appointed auditors not being able to carry out their duties, the Committee may appoint another person or persons.

11. CLUB TROPHIES/AWARDS

- a)** Competition for club trophies/awards is annual unless the Committee decides otherwise. The year of competition for trophies/awards shall run from the beginning of the track and field season to the end of the cross country and road-running season (normally April to April).
- b)** For trophies which are perpetual the winner will be recorded and shall undertake to return it when requested to do so, which is normally in good time before the next AGM.
- c)** Anyone whose subscription is in arrears is not eligible to receive a trophy/award.



Sheila White, Club Secretary



David Clarke, Chairman

May 2022