



FARNHAM TRIATHLON CLUB CONSTITUTION

1. Title

The name of the club is FARNHAM TRIATHLON CLUB, hereafter referred to as the club. The club will be affiliated to the British Triathlon Federation.

2. Aims and Objectives

The aims and objectives of the club shall be to

- Encourage and promote the sports of Triathlon, Duathlon and Aquathlon generally, including its sub-disciplines of Swimming, Cycling and Running through coaching and competitive opportunities
- Provide a duty of care for all members of the club
- Ensure that all members are treated fairly and equally
- Promote the club and sport within the local community and wider triathlon community

3. Membership/Subscriptions

Membership shall be open to person(s) of any age whose interests and activities either as a participant or as an official/helper help to further the objectives of the club, and will be confined to those who will adhere to the rules of the British Triathlon Federation and other bodies to which the club affiliates.

The membership shall consist of the following categories:

- Full member
- Youth member
- Life member

Members in each category will pay membership fees as determined at the Annual General Meeting of the club. Membership and Subscriptions are due on the 1st of July each year.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Individuals shall be eligible to take part in the business of the Club and vote at general meetings unless the applicable subscription has not been paid by the due date and/or membership has not been agreed by the Club committee.

4. Management

The management of the club is vested in a management committee comprising:

- Chairperson
- Secretary
- Treasurer

- Club Welfare Officer
- At least two and up to seven other persons who will be responsible for such matters as Membership, Events, Press, Newsletter, Sports Centre Liaison etc. All shall be fully paid up members of the club and elected annually.

The committee is empowered to fill any vacancy that may arise and to co-opt if necessary. Any co-opted posts are non-voting positions.

A quorum shall be four voting committee members. This also being the number of votes required to carry a voted on motion.

The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.

The Committee will have powers to appoint advisers to the Committee as necessary to fulfil its business.

The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.

The committee meetings will be convened by the Secretary of the Club and be held no less than 4 times per year.

5. Sports Equity

This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

6. Disciplinary and Appeals Procedure

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in

accordance with the club's child protection policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

If it shall appear to the club management committee that there is evidence that any member is in breach of the constitution or if it appears to the management committee that the continued membership of the club by any member is detrimental to the club, then such a matter should be presented and submitted in writing to the Secretary

The Management Committee will meet to hear complaints within 10 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 7 days of the Secretary receiving the appeal.

7. Finance

The club treasurer will be responsible for the finances of the club.

The financial year of the club will run from *1st October* and end on *30th September*

All club monies will be banked in an account held in the name of the club.

An audited statement of annual accounts will be presented by the treasurer at the Annual General Meeting.

Any withdrawals drawn against club funds should hold the signatures of the treasurer plus one other committee member.

All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

8. Annual General Meeting

A general meeting shall be held between 1st October and 30th November in every year to receive the committee's report and financial statement, elect a new management committee (as at each AGM all the management will resign, but may stand for re-election if they so wish) and deal with any other matters as specified on the agenda.

The secretary will give every member 28 days notice of the meeting. Any business that is desired to be placed on the agenda or nominations for the management committee must be given to the secretary in writing at least 14 days prior to the meeting, any proposals must be nominated and seconded by fully paid up club members.

The secretary must send any proposed constitutional changes and an AGM agenda to all members at least 7 days prior to the meeting.

Any decision made shall be passed by a majority vote of those present.

9. Extraordinary General Meeting (EGM)

An Extraordinary General Meeting must be called by the secretary within 14 days of the receipt by him/her of a requisition in writing signed by no less than **40%** of the club membership, stating the single item of business to be brought before such a meeting. Any decision made shall be passed by a majority vote of those present.

The Management Committee also has the right to call an EGM outside the AGM. Procedures for EGMs will be the same as for the AGM.

10. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, all debts should be cleared and any assets of the club that remain will become the property of the BTF.

11. Amendments to the constitution

The constitution will only be changed through agreement by a majority vote at an AGM or EGM.

12. Declaration

Farnham Triathlon Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:

Date: 10 March 2026

Name: John Bennison

Club Chair

Signed:

Date: 10 March 2026

Name: Sue Tiplady

Club Secretary