

Rules of Tonbridge Athletic Club

1. Title

The Club shall be called the Tonbridge Athletic Club.

2. Colours

The Club colours shall be a white vest with three dark blue hoops 25mm in width with 25mm between the hoops. Above the hoops will be the words "Tonbridge AC".

3. Membership

All members of the Club must be bona fide Amateurs in accordance with the laws of UK Athletics.

4. Objectives

- 4.1 To encourage amateur athletics in the area.
- 4.3 To ensure the observance of the laws and rules for competition applicable to UK Athletics.

5. Management

- 5.1 The Officers of the Club shall consist of the Chairman, General Secretary, Treasurer, and Coaching Secretary, all of whom shall be elected at the Annual General Meeting.
- 5.2 The Club shall be managed by a management committee comprising the Officers of the Club, and the personnel carrying Management Committee functions identified. Unless an Officer of the Club, such personnel shall be appointed by the Management Committee. Four shall form a quorum.
- 5.3 The Management Committee shall meet once in each month.
- 5.4 The President Past Presidents and Vice Presidents shall be entitled to attend and to vote at Management Committee meetings.
- 5.5 Any Management Committee member not attending three consecutive meetings, unless excused, shall be deemed to have resigned.
- 5.6 The Management Committee shall have power to co-opt any Club member for a specific purpose, or to fill any vacancy.
- 5.7 The Management Committee may delegate to sub-committees or individuals any matter concerned with the efficient operation of the Club. Such sub-committees or individuals shall be responsible through the Management Committee for any financial and policy matters.
- 5.8 All members of the Management Committee shall table a written or verbal report, where necessary, for each committee meeting where personal attendance is not possible.

6. Application for Membership

- 6.1 New members must complete the application form provided, and be proposed by one member of the Club, and seconded by another.
- 6.2 Applications, together with the Joining Fee and the appropriate subscription, shall be sent to the Membership Secretary who, in conjunction with at least one other Management Committee member, shall agree and accept the application subject to the approval of the Management Committee.
- 6.3 All shall be recorded at the next Management Committee Meeting.
- 6.4 The Joining Fee shall be the rate fixed from time to time by resolution passed at a General Meeting.

7. Subscription and Special Membership

- 7.1 Subscriptions shall become due and payable in advance on 1st January each year, and shall be at the rate fixed from time to time by resolution passed at a General Meeting.
- 7.2 Associate Members may be admitted in accordance with the rules for "Application for Membership" for a reduced annual subscription, or for Life Associate Membership; at a subscription to be established by resolution at a General Meeting. Such members shall have full voting powers, but be ineligible for competition and use of training facilities.
- 7.3 The President may be elected by resolution at an Annual General Meeting. The position will be for life, until the member chooses to relinquish the post, or is asked to relinquish the post by the Management Committee.
- 7.4 Vice Presidents and Honorary Members may be elected by resolution at an Annual General Meeting following good services rendered to the Club. Such members shall be subject to re-election every year and be granted full membership rights without payment of subscriptions. Honorary Membership may be conferred on any member who has represented Great Britain at international level, irrespective of age-group.
- 7.5 Life Members may be elected by resolution at an Annual General Meeting following long meritorious service to the Club. Such members shall have full membership rights without payment of subscriptions.
- 7.6 Training Members may be admitted at Management Committee's discretion for an annual subscription to be established by resolution at a General Meeting. Such members shall be ineligible to vote on Club matters or to compete for the Club.
- 7.7 The Management Committee shall have the power to expel any member whose subscription is outstanding on the last day of February, provided one month's notice in writing shall have been sent to such member to his / her last known email / address, informing the member of the proposed action by the Management Committee.
- 7.8 The Management Committee shall have the power to expel any member if it is found that they have brought the Club into disrepute.

8. Resignation

Resignation from the Club must be made in writing to the Membership Secretary and may be withheld if the member is financially indebted to the Club. The letter of resignation must be considered within 42 days of receipt by the Management Committee.

9. General Meetings

9.1 The Annual General Meeting of the Club shall be held not later than the first day of December. The business of the Annual General Meeting shall consist of the following:

- a) Consideration of the Minutes of the previous Annual General Meeting.
- b) To receive and adopt the Annual Report and the Statement of Accounts for the preceding year.
- c) Election of the Club Officers.
- d) Election of Special Members.
- e) Appointment of Auditor.
- f) Any other business of which notice shall have been given in writing to the

General Secretary not later than the first day of November.

9.2 Not less than seven days written notice of the date and venue of the Annual General Meeting shall be given to each member of the Club.

9.3 Only the Officers and members of the Club whose subscriptions are fully paid up shall be entitled to attend and vote at any General Meeting.

9.4 An extraordinary General Meeting of the Club may be called by the Management Committee, or within 28 days of the receipt by the General Secretary of a written request made by at least twelve members of the Club. Such request shall state the matter it is proposed shall be brought forward at the meeting, and the General Secretary shall notify all members of such business at least ten days prior to the meeting. No other business may be brought forward or discussed at such meetings.

10. General

10.1 The Chairman of any meeting of the Club or committee meeting or sub-committee meeting shall have the casting vote.

10.2 The Management Committee shall be entitled to impose a match fee on members competing in an event for which the Club is officially entered. Such fees are to be paid on the day of the event to the relevant authorised Club official.

10.3 Any Club member who occasions damage to equipment or property through misuse, may be required to pay part or the whole of the cost of such damage.

10.4 No alteration to the Rules of the Club shall be made except at an Annual General Meeting or Extraordinary General Meeting called for that purpose. Notice of any proposed alterations shall be sent to the General Secretary in writing not less than twenty eight days prior to the date of such meetings.

10.5 Members are required to wear Club colours in team events, and to abide by the UK Athletics and competition dress rules for Championship events.

10.6 The Rules of the Club shall be binding on all members of the Club, but no rule which contravenes the laws and rules of UK Athletics is valid.

10.7 The Management Committee is empowered to decide any question as to the interpretation of the Rules and to deal with any matter not specifically provided for therein.

10.8 In the event of the Club being dissolved, after discharging all debts and liabilities the remaining assets shall not be paid or distributed among the members, but shall be given or transferred to some other voluntary organisation that has objectives similar to those of the Club.

10.9 The Club commits to a rigorous Child Protection Policy, in line with the requirements of UK Athletics. This policy will include taking reasonable steps to check the suitability of any adult actively involved with the club as deemed necessary by the management committee.