

# **NORTH GLOUCESTERSHIRE ORIENTEERING CLUB - CONSTITUTION**

## **1. Title**

The club shall be called the North Gloucestershire Orienteering Club (NGOC) and shall be affiliated to British Orienteering and the appropriate regional orienteering organisation.

## **2. Aims and Objectives**

The aims and objectives of the club shall be:

- to offer coaching and competitive opportunities in orienteering
- to promote the sport of orienteering
- to ensure a duty of care to all members of the club
- to ensure that all members and participants in its activities receive fair and equal treatment

## **3. Membership**

Membership shall comprise the officers and members of the club. There shall be three categories of membership:

- a) Full membership which includes membership of the national body.
- b) Club-only membership for full members of other clubs who wish to join NGOC as a second club.
- c) Honorary Life Membership.

Senior and Junior memberships shall be available in each category.

Additionally, Group membership of NGOC (category (b) above) shall be available.

Membership fees shall be determined at the Annual General Meeting.

## **4. Officers and Committee**

The Club shall be managed by a committee comprising:

- (a) The Principal Officers (Chair, Secretary, Treasurer, and Safeguarding & Welfare)
- (b) The Officers (Membership Secretary, Fixtures Secretary, Mapping Officer, Equipment Officer, Development Officer, Club Captain, Newsletter Editor, Communications & Publicity Officer, and Club Coach)
- (c) Up to four additional members.

Officers and Committee members shall be elected annually at the Annual General Meeting and shall be eligible for re-election.

The Chair shall not hold office as Chair for more than three years consecutively.

The Committee may co-opt or appoint additional members or advisors as necessary, but only elected members of the Committee may vote at Committee meetings.

Posts may be shared by two individuals; one individual may take on more than one Officer role under (b) above. An individual holding two Officer roles may only cast a single vote at Committee Meetings.

Seven members of the Committee shall form a quorum for business to be agreed at Committee Meetings. In the event of a tied vote, the Chair shall have a second or casting vote.

## **5. Finance**

All Club monies shall be banked in an account or accounts held in the name of the Club. Payments made from Club funds (by electronic banking, phone banking or cheque) and transfers of funds between club accounts, will be authorised by one or two of the Principal Officers, according to the financial limits agreed by the Committee.

The Financial Year of the Club shall end on 31 August.

The Club Treasurer shall present a financial statement at each Committee Meeting and present a full statement of accounts at the Annual General Meeting. The Accounts shall be independently examined.

## **6. Annual General Meeting**

The Annual General Meeting (AGM) shall be held within three months of the end of the Financial Year. Members shall be given not less than 21 days' notice of the date and venue for the AGM.

Any proposal to change the Constitution, or any other formal proposal to be put to the AGM, must be received in writing by the Secretary at least 21 days before the meeting, and shall be notified to all members prior to the meeting.

All classes of membership shall be entitled to vote and shall have one vote each. To change the Constitution, at least 80% of valid votes cast must be in favour of the proposed change. All other votes shall be decided by a simple majority of those voting. In the event of a tie the Chair shall have a second or casting vote.

## **7. Extraordinary General Meeting**

An Extraordinary General Meeting may be called at any time by the Committee and shall be called if requested in writing by at least 15 members. Such a meeting shall consider only a specified matter.

Procedures for an EGM shall be the same as for the AGM.

## **8. Safeguarding Children and At-risk Adults**

- a. NGOC agrees to adopt the British Orienteering Safeguarding Policy and Procedures.
- b. All individuals involved in orienteering through NGOC at every level, including participants, Officials, Instructors/Coaches, Administrators, Club Officials or spectators (where it is feasible to manage) agree to abide by the British Orienteering Code of Ethics and Conduct (the 'Code') and all such individuals participating or being involved in orienteering through NGOC in one of the aforementioned roles or in a role which comes within the intended ambit of this paragraph and the British Orienteering Safeguarding Policy and Procedures generally are deemed to have assented to and as such recognise and adhere to the principles and responsibilities embodied in the Code.
- c. Each and every constituent member of NGOC including without limitation all clubs and disciplines shall be responsible for the implementation of the British Orienteering Safeguarding Policy and Procedures in relation to their members.

## **9. Dissolution**

A resolution to dissolve the Club may be taken only at an AGM or EGM. To dissolve the Club, at least 80% of valid votes cast must be in favour of dissolution. In the event of dissolution of the Club any assets that remain to the Club after the discharge of all liabilities shall not be transferred to officers or members of the Club but shall be transferred to a body within the sport of Orienteering, as directed by the meeting dissolving the Club.

## **10. Declaration**

North Gloucestershire Orienteering Club hereby adopts and accepts this Constitution as the current guide to regulating the actions of members and Committee.

SIGNED: *Ian Jones*

NAME: Ian Jones      DATE: 22/10/2024

POSITION: Club Chair

SIGNED: *Rhiannon Fadeyibi*

NAME: Rhiannon Fadeyibi      DATE: 22/10/2024

POSITION: Club Secretary