

# Dudley Radio Car Club – Constitution

(last updated 11/01/2017)

## 1. TITLE:

The club will be known as the “**Dudley Radio Car Club**” or “**DRCC**”. It will be referred to in this constitution as “the Club”.

## 2. OBJECTIVE:

To promote radio controlled car racing in the West Midlands and the surrounding areas. The club will facilitate and provide the Club’s members with opportunities to engage in radio controlled car racing and enjoy the benefits and facilities provided by the Club.

## 3. MEMBERSHIP:

Membership of the Club shall be open to all without discrimination and will commence when the relevant membership documentation has been completed and the appropriate membership subscription paid (subject to Committee approval).

The Club membership shall consist of the following categories:

- Adult Members (From 16 years old upwards)
- Junior Members (Up to 16 years old)

## 4. SUBSCRIPTIONS:

Annual membership subscriptions for Adult and Junior Membership are to be paid by cash, cheque, PayPal.

## 5. OFFICIALS:

The administration of the Club and the enforcement of the Club rules and constitution shall be the sole responsibility of the Club Committee being the duly elected members provided for below.

Eligibility for election onto the Club Committee is open to any Member, provided they have been a member during the previous two years and that their nomination is supported by two other Club Members in writing.

The duly elected Club Committee shall fulfil the following roles; **CHAIRMAN / VICE CHAIRMAN / TREASURER / DEPUTY TREASURER / SECRETARY / MEMBERSHIP SECRETARY / P.R. OFFICER**

In addition to the duly elected members of the Club Committee, the following shall be co-opted Members of the Club Committee as required. **HONORARY ROLES / RACE DIRECTOR(S) / HEALTH & SAFETY OFFICER / CHILD PROTECTION OFFICER / WEBMASTER / EQUIPMENT & TRACK OFFICER**

The roles of Chairman / Treasure / Secretary must be held by separate individuals, however they may in turn occupy more than one position on the committee.

Each duly elected Club Committee Member shall be permitted to have, at his or her sole discretion, a sub-committee made up of other Club Members to assist in his or her duties. In all decisions to be made by the duly elected Club Committee, including any decisions to expel any Members from the Club; or refuse to permit any applicant to join the Club; or to refuse to renew their Membership, **the Chairman shall have the casting vote.**

The Club Committee’s term of office shall be for 12 months with elections to take place at the AGM. All nominations for election to the Club Committee are to be in writing received by the Club Secretary not later than 14 days before the AGM.

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Any Member of the Club committee may, if he or she so chooses, seek re-election to the same or any other post. Ideally the same post should not be held for more than 2 consecutive years if avoidable.

The Club Committee shall meet at regular intervals to be decided by the Committee.

## **6. RULE CHANGES:**

The committee has the power to delete, amend or change any existing rule(s) or add any new rule(s) to the Constitution, General Rules, to accommodate any changes in legal or fiscal requirements, or changes in recognised or legally required safety procedures. These actions can take place at any time within the club's year without the need for an EGM or AGM. Any action of this nature will be made known to the membership within 14 days by publishing them to the website, the decision taken must then be ratified at the following AGM.

## **7. VOTING:**

Those eligible to vote at the AGM or EGM are: -

- Every Adult member of the Club
- Every Junior Member whose vote shall be cast by their parent provided always that their parent is not already entitled to vote by reason of his or her Adult Membership of the Club. In the event that both parents of a junior member of the Club are eligible to vote in their own right the junior will not have a vote in addition.

Alterations or ratification of changes to the Clubs Constitution / General Rules / Dissolution of the club shall require a vote of at least 2/3rds of members present at the AGM or EGM.

Elections of all officers will be done with a simple majority vote of those members present, abstentions not considered.

Decisions made at committee meetings will require votes from at least 3 committee members.

No block votes will be allowed on any issue; one member has one vote only will apply.

## **8. FINANCE:**

All matters relating to spending within the Club shall be referred through the Treasurer to the Club Committee. The Treasurer shall provide financial updates to the Club Committee and present an annual report at the AGM.

Two signatures will be required to sign the Club cheque-book one of whom will be the Treasurer or Deputy Treasurer. No major expenditure in excess of £100 will be possible without the prior majority approval of the Club Committee unless it is included on the Club Committee pre-approved expenditure list. The Clubs accounts will be reviewed yearly.

All surplus income or profits are to be re-invested in the club. No surpluses or assets will be distributed to members or third parties.

## **9. FINANCIAL YEAR:**

The financial year shall run from the 1st January to the 31<sup>st</sup> of December.

## **10. ANNUAL GENERAL MEETING:**

All members shall be informed of the date and agenda of the AGM by publishing details on the club

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website and any appropriate forum/social media. The following business shall be considered at the AGM:

- Report on the general workings of the club;
- Report on the position of the club's finances;
- Election of Club officers/Committee Members,
- Discussion of any other business of which due notice has been given.

All proposals are to be in writing, received by the Club Secretary not later than 14 days before the AGM.

## **11. DEFICIENCY OF FUNDS:**

It is the responsibility of the Treasurer to inform the Club Committee of any impending deficiency of funds. The duly elected Club Committee will then decide as to whether an auditor needs to be brought in to advise on raising capital from the Club membership or on closure of the Club.

## **12. EQUAL OPPORTUNITIES POLICY:**

This is to be reviewed annually by the Club Committee.

## **13. HEALTH & SAFETY POLICY:**

The Club Committee is responsible for reviewing the document and the Health & Safety Officer ensuring its adherence to current Health & Safety Legislation.

## **14. CHILD PROTECTION POLICY:**

Each Year the Club Committee shall review the current BRCA Child Protection Policy and the Committee shall elect a Club Member to be responsible for ensuring the Club's Members adhere to the current policy.

## **15. MEMBERS ADDRESSES:**

Each member's address shall be recorded on the Club's records and shall be deemed correct unless the Membership Secretary has been duly notified in writing. It is each individual member's responsibility to ensure that the Club Membership Secretary is aware of their own current address and other contact details.

## **16. CLUB RULES:**

Every Club Member will abide by the rules as laid out by the Committee from time to time and, as a condition of Club Membership sign their membership form to observe the rules and directives of the Club and to do nothing that might bring the Club into disrepute. The membership form will be retained by the Membership secretary.

**Any serious breach of the Club's rules and or Constitution shall entitle the duly elected Club Committee in its discretion to end summarily any member's membership of the Club.**

Any Member whose membership is terminated in accordance with the above provision shall not be entitled to any refund of the balance of the annual Membership subscription.

Should membership be refused or terminated, the perspective member or member can appeal this decision by writing to the committee within 30 days of this happening.

Any non-members permitted to race by the Club Committee at a Club event, will also be required to abide by the rules as laid out by the Committee. The Club Committee reserve the right to refuse or

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rescind entry to a Club event. Any individual whose entry is terminated in accordance with the above provision shall not be entitled to any refund of any entry fees paid.

## **17. Emergency General Meeting:**

An Emergency General Meeting may be called by the Committee or by any DRCC member(s) to discuss an urgent matter. The Secretary shall give all members 14 days' notice of any Emergency General Meeting together with notice of the agenda to be discussed. All members shall be entitled to attend and vote.

## **18. AWARDS:**

There will be NO money prizes awarded by the Club.

## **19. DISSOLUTION:**

The dissolution of the club can only happen at an AGM or EGM with the required vote of at least 2/3rds. Upon dissolution of the club any remaining assets shall be given or transferred to all or some of the following: another radio controlled car club, a registered charity or the sport's governing body, as determined by the Club Committee.