

PROPOSAL

Constitution and Rules of the Streatham Ice Figure Skating Club July 2016

TITLE

- 1 The name of the club shall be "The Streatham Ice Figure Skating Club" hereafter referred to as "The Club" which shall be based at Streatham Ice and Leisure Centre, Streatham High Road, London.

PRINCIPLES of the CLUB

- 2 The aim of the Club shall be to encourage and develop amateur ice skating amongst its Membership. The club shall be affiliated to the National Ice Skating Association of United Kingdom Ltd., hereinafter referred to as "NISA". To support this aim, the Club may raise monies to provide funds.
- 3 The club is open to all regardless of age, ability, and gender orientation. It will aim to help those less privileged. Members and Volunteers will be required to follow appropriate Codes of Conduct/Practice.

MANAGEMENT and CONTROL

- 4 The management and control of the Club shall be vested in the Annual General Meeting, Special General Meetings, the Committee and its Officers.

ANNUAL GENERAL MEETING

- 5 The Annual General Meeting of the Club shall be held during October each year, and at least 14 days notice of the date, time, venue and agenda shall be given by the Secretary to all Members, whether voting or not. All Members shall be entitled to attend and vote, subject to the provision of rule 22 below.
- 6 Resolutions and other items for inclusion in the Agenda shall be submitted to the Secretary no later than 10 days before the Annual General Meeting date, and the amended agenda shall be emailed to members and displayed at the rink 7 days before the AGM and shall include provision to:
 - i) Confirm the minutes of the previous Annual General Meeting and note the minutes of any intervening Special General Meeting
 - ii) Receive the Financial Statement, the Annual Report of the Club activities during the preceding year, and the current Membership position.
 - iii) Elect the committee Members bi-annually
 - iv) Amend club Policies and Rules, including over-ruling changes made by the Committee.
- 7 Nominations for Committee Members shall be submitted in writing to the Secretary prior to the date of the Annual General Meeting and shall bear the names and signatures of the proposer, the seconder and the nominee. Nominees for Committee member will be fully paid up Members of the Club. Where more than ten nominees are proposed for the committee each attending qualifying member will vote for ten nominees.

SPECIAL GENERAL MEETINGS

- 8 Special General Meetings may be convened
 - i) By the Committee for reasons it thinks fit.
 - ii) By the Committee at the request of 12 Members for the reasons they give
 - iii) By 12 Members if the Committee fail to comply with the Members' request subject to the conditions laid down in rule 9.
- 9 All Members shall be entitled to attend and vote subject to the provision of rule 22 below.
- 10 The Secretary shall give at least 14 days notice of a Special General Meeting to the Members, whether voting or not. The notice shall indicate the date, time, venue and agenda. If 14 days after receiving a request from 12 Members calling for a Special General Meeting, the Committee has not issued a notice calling the desired meeting, those Members may convene the Special General Meeting giving 14 days notice to all Members in accordance with the conditions of this rule.

THE COMMITTEE AND OFFICERS

- 11 The management and control of the Club between Annual General Meetings shall be vested in a Committee comprising the Officers and (if possible) at least 3, but not more than 6, Members over the age of 16 years. The Officers shall be Chairperson, Secretary, Treasurer and Protection Officer. If possible the Competition Secretary should be a separate Officer.
- 12 The Committee shall have the power to :-
 - (a) Co-opt additional Members in an advisory capacity or to fill vacancies that occur during its term of office;
 - (b) Prescribe the function of any sub-committee it may appoint.
 - (c) Update, publish and enforce the Club Policies and Rules. These may be overridden by Annual or Spec
 - (d) Rule on any matter not covered by this Constitution or Policies.
 - (e) Make, vary and revoke regulations not inconsistent with these Rules for the regulation of the internal affairs of the Club and the conduct of its Members. All such regulations shall, until revoked by the Committee or set aside by a resolution of an Annual or Special General Meeting, be binding upon the Members.
- 13 The Committee shall meet at such times as it may determine, but not less than three times each year.
- 14 The Secretary shall maintain Minutes of all Annual General, Special General and Committee meetings, copies of which shall be circulated to Committee Members.

MEMBERSHIP AND SUBSCRIPTIONS

- 15 Full Membership and Associate Membership of the club (hereinafter also referred to from time to time as "Membership" or "Members") shall be confined to eligible persons or skaters whose primary objective shall be to participate in and improve the sport. Skating Members will be required to have the equivalent of an appropriate NISA test standard.
- 16 The Committee may nominate and the Annual General Meeting endorse life Members to honour those who have given outstanding meritorious service to the Club. Such Members may not, subject only to rule 20 below, have their Life Membership revoked and shall not be required to pay a subscription. Such Members shall have the privileges, except voting, of associate Membership.
- 17 All Members shall have access to view this Constitution and Policies, and to attend General Meetings of the Club.
- 18 All applications from those seeking to become Members of the Club shall be subject to approval by the committee. The committee may refuse an application at their absolute discretion, without giving reasons. If they so wish, the Committee may delegate the function to one member of the Committee to be known as the Membership Secretary who will act in accordance with criteria decided by the Committee. However, no individual shall be refused Membership without reference to the committee.
- 19 Members shall pay an annual subscription, due on 1st October of each year, at the rate determined at the Annual General Meeting of the Club for the ensuing year. Members failing to renew their Membership by payment of the appropriate annual subscription by 31st December each year shall forfeit all Membership rights until a further Membership application has been accepted in accordance with rule 18.

DISCIPLINE

- 20 The Committee shall at its absolute discretion have the power to suspend or expel any member failing to comply with this constitution, or for any serious misdemeanour likely to bring the club into disrepute, or behaving in such a manner as to be to the detriment of other club Members.
 - (a) The Committee shall inform the member in writing of the reasons for its proposed disciplinary action. Before any sanction is imposed the member shall have the right to explain his/her conduct either in writing to the committee or at a committee meeting, or both, as appropriate.

(b) If the Committee upholds its decision to suspend or expel the member, the member may also appeal to the next General Meeting by notifying their intention to do so in writing to the Secretary in accordance with rule 5. The decision of the General Meeting in such cases shall be final.

VISITORS and GUESTS

- 21 Members may introduce a Guest to Club facilities at the discretion of a Committee member on up to 3 occasions per guest in any one year and on payment of the appropriate Guest fee, after which a Membership application in accordance with rule 6 shall be required. Any guest intending to skate must have the appropriate level of skating (rule 15). No person shall be introduced as a guest who has been expelled or suspended from Membership of the Club or whose presence or conduct is considered by the Committee as objectionable, undesirable or prejudicial to the interests of the Club or of its Members. The appropriate guest fee shall be decided by the Committee.

VOTING AND DECISION MAKING

- 22 All Members, excluding life Members, may vote at Annual General and Special General meetings by a show of hands unless a ballot is demanded before the question is put. Members under 16 may appoint a proxy (eg a parent) to vote on their behalf, provided no conflict of interest exists as defined by the committee. Decisions will be determined by a simple majority except in the case of an amendment to this Constitution, in which case the provisions of rule 30 shall apply. In the event of equality of voting, the Chairman shall have a second and casting vote.
- 23 Meetings shall only be quorate, and decisions only be taken, if the following minimum attendance of Members entitled to vote is achieved:-
- (i) Annual General Meetings :- 7 Members including two Officers
 - (ii) Special General Meetings :- 7 Members including two Officers where the meeting is convened by the Committee, or 10 Members if the meeting is called by Members;
 - (iii) Committee Meetings:- 3 Members including one Officer.
- 24 The Chairman of the Club shall preside at all meetings of the Club but, if he/she is not present within 15 minutes after the time appointed for the meeting or has signified his/her inability to be present at the meeting, another Officer shall preside.

FINANCE

- 25 The financial year of the Club shall be from 1st January to 31st December. All Club funds shall be administered by the Treasurer and the Committee who shall be held accountable for their own actions.
- 26 A banking account shall be opened in the name of the Club, and the two authorised signatories on Club cheques shall be the Treasurer plus any other Officer.
- 27 The Treasurer shall:-
- (a) Keep account of all income and expenditure and shall submit a statement of Account to each Annual General Meeting, such statement should be independently examined.
 - (b) Notify the balance of Club funds to each Committee Meeting if requested at least 7 days in advance.

INDEMNITY AND RISK

- 28 Officers, Committee Members and Members of any subcommittees shall not be liable, other than as Club Members, for any loss suffered by the Club as a result of their performance of their respective duties on the Club's behalf, except where such loss arises from their wilful default. They shall be entitled to indemnity from Club funds for all expenses and other liabilities incurred by them in the performance of their respective duties.
- 29 Any person making use of the Club facilities or attending a Club function, including full Members, life Members, associate Members and Guests does so entirely at his or her own risk other than in circumstances involving third party negligence.

CONSTITUTIONAL AMENDMENT AND DISCUSSION

- 30 No alteration may be made to this Constitution and Rules except at the Annual General Meeting or at a Special General Meeting, and then only by a majority of two-thirds of those present and entitled to vote.
- 31 A proposition to dissolve the Club shall only be moved at an Annual General Meeting or at a Special General Meeting convened expressly for this purpose, and then only by a majority of three-quarters of those present and entitled to vote. On dissolution, the retiring Officers shall be responsible for the winding up of the Club's affairs. Remaining funds to be passed to charities or another similar club.

HEADINGS AND INTERPRETATION

- 32 The headings to these rules are for ease of reference only and shall not be taken into account in their interpretation and in these rules the singular shall include the plural and the masculine shall include the feminine and vice-versa.
- 33 The Committee shall be the sole authority for the interpretation of these Rules and of the regulations made from time to time by the Committee and the decision of the Committee upon any question of interpretation or upon any matters affecting the Club and not provided for by these Rules shall be final and binding upon the Members.

**This Constitution dated October 2016
Received and ratified by the Committee of the Streatham Ice Figure Skating Club .**