



Club Constitution

Leicester Junior Triathlon Club

1. Name

The club will be called Leicester Junior Triathlon Club and will be affiliated to Triathlon England.

2. Aims and objectives

The aims and objectives of the club will be:

- The club should benefit all children between the ages of 8.7 (who turn 8 by the 31st of December) (this change will come into effect from 31st December 2025 when all current members will be 8 years of age) until their 18th birthday regardless of sex, sexual orientation, colour race, religious beliefs, disability or social- economic status
- To promote triathlon and its associated disciplines to children of all abilities
- To provide the opportunity for young people to be involved in competitions to reach their full potential.
- To offer coaching, training, and competitive multisport opportunities in triathlon.
- To ensure a duty of care to all members of the club through safeguarding and welfare.
- To provide all its services in a way that is fair and inclusive to all club members.
- To ensure that all present and future members receive fair and equal treatment.

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3. Membership

Membership should consist of officers and members of the club.

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 conduct that the club has adopted.

Members will be enrolled in one of the following categories:

- Officer of the club
- Parent member
- Junior member
- Coach member
- SBR leader member

Membership tiers will be decided by the management committee or at the Annual General Meeting.

4. Officers of the club

The officers of the club will be:

- Chair
- Club Secretary
- Treasurer
- Club Welfare Officer
- Parent Representative
- Head Coach

Officers will be elected annually at the Annual General Meeting.

All officers apart from the head coach will retire each year but will be eligible for re-election. The head coach is voted in yearly by the coaches before the AGM.

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5. Membership fees

Annual subscription will be set annually and agreed by the Management Committee or determined at the Annual General Meeting. Monthly fees will be reviewed quarterly by the management committee and any changes will be determined at that point. Annual Subscriptions will be due April 1st each year and monthly fees will be required to attend activities.

6. Management Committee

The club will be managed through the Management Committee which is made up of the officers of the club.

The Management Committee will be convened by the Secretary of the club and held no less than 6 per year.

Only these posts will have the right to vote at committee meetings

If there is a conflict of interest among the voting members on a topic, it will be declared prior to the vote and that member will pledge to vote in the best interests of the club.

The quorum required for business to be agreed at Management Committee meetings will be: 5 and in the event of a tie from a vote the chair will have the deciding vote.

The Management Committee will be responsible for adopting new policies, codes of conduct and rules that affect the organisation of the club.

The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business.

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

7. Finance

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

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on: 31st October each year

An unaudited statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to one other officer.

8. Annual General Meetings

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the unaudited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary 1 week prior to the AGM.

Election of officers is to take place at the AGM. In the case of there being 2 members wishing to do a role, they will have the opportunity at the AGM to speak to the members before the vote.

All members over the age of 18 have the right to vote at the AGM.

The quorum for AGMs will be 25% of membership.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

9. Discipline and appeals

All complaints regarding the behaviour of members should be submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within 28 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership. There needs to be a quorum of 5 members of the management committee with no conflict of interest in relation to the complaint, if this isn't possible this can be opened to the sub management committee members or coach members with no conflict of interest.

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 to appeal to the Management Committee following disciplinary action being announced up to 14 days after the notice. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.



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, any assets of the club that remain will become the property of Triathlon England.

11. Amendments to the constitution

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

12. Declaration

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

Signed:

Date:

Signed:

Date:

Name:

Name

Club Chair

Club Secretary