

Revised Constitution – adopted at AGM on 8th March 2024

1 Name of Club

The club will be called *One and All Cycling Club* (hereinafter will be referred to as The Club) and may also be known as *One and All Cycling*. The Club will be affiliated to British Cycling, Cycling UK and/or any other recognized governing body as decided by the committee after consultation with the membership.

2 Aims and Objectives

The aims and objectives of the club will be

- a) To promote cycling within the local community
- b) To ensure the provision of a safe and secure base for club rides
- c) To offer support in development of cycling skills
- d) To ensure a duty of care to all members of the club
- e) To provide all its services in a way that is fair to everyone and as inclusive as possible

3 Membership

- a) Membership of the club is open to anyone at least 14-years-old interested in cycling, regardless of gender, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.
- b) The Club may have different categories of membership and subscription on a non-discriminatory and fair basis. The Club will aim to keep subscriptions at levels that will not pose a significant obstacle to people participating.
- c) 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 practice that the club has adopted, including any requirement for individual insurance cover as stipulated by the Club Committee.
- d) Members in each category will pay membership fees, as determined at the Annual General Meeting.
- e) Individuals shall not be eligible to take part in the business of the Club, vote at general meetings or participate in club rides unless the applicable membership fee has been paid by the due date and/or membership has been agreed by the Club committee. An exception for participation in club rides is the provision of a maximum of two guest rides for potential new members.
- f) The Committee may refuse membership, or remove it, only for good cause; such as conduct or character likely to bring the Club or sport into disrepute. Appeal against refusal or removal may be made to an appointed panel consisting of club members.

4 Sports Equity

- a) The Club is committed to ensuring that equity is incorporated across all aspects of its development
- b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of our sport (cycling), regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

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- c) The Club is committed to everyone having the right to enjoy cycling in an environment free from threat of intimidation, harassment, and abuse.
- d) All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- e) The Club will deal with any incident of discriminatory behaviour seriously, according to club disciplinary procedures outlined in section 9.

5 The Committee

- a) Subject to these Rules, the Committee shall have responsibility for the management of the Club, its funds, property and affairs.
- b) The affairs of the Club shall be conducted by a Committee which shall consist of the Chair, Treasurer, Club Secretary and any others deemed necessary for the effective running of the Club, who shall be elected at the Annual General Meeting.
- c) All committee members must be members of the Club.
- d) If required, the committee may elect a Vice Chair from among its members.
- e) The term of office shall be for one year, and members shall be eligible for re-election, or re-co-opted without limit.
- f) If the post of any officer or ordinary committee member should fall vacant after such an election, the Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.
- g) The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- h) The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.
- i) The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- j) A Committee member ceases to be such if he or she ceases to be a member of the Club, resigns by written notice, or is removed by the Committee for good cause after the member concerned has been given the chance of putting his/her case to the Committee with an appeal to the Club members, or is removed by club members at a general meeting. The Committee shall fairly decide time limits and formalities for these steps.
- k) The committee meetings will be convened by the Secretary of the Club and be held no less than four times per year.
- l) The quorum required for business to be agreed at Committee meetings will be 40%.
- m) Whenever a committee member has a personal interest in a matter to be discussed, he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote and have no vote on the matter concerned.
- n) The Committee may decide its own way of operating. Unless it otherwise resolves this, the following rules apply:

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- (i) At least two members must be present for the meeting to be valid.
 - (ii) Committee meetings shall be held face to face or virtually or a hybrid of both.
 - (iii) The Chair, or whoever else those present choose shall chair meetings.
 - (iv) Decisions shall be by simple majority of those voting.
 - (v) A resolution in writing signed by every Committee member shall be valid without a meeting.
 - (vi) The Chair of the meeting shall have a casting vote.
- o) The Committee may delegate any of their functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the Club; its membership; its duty to report back to the Committee. The Committee may wind up any sub-committee at any time or to change its mandate and operating terms.
 - p) Annual club reports and statements of account must be made available for inspection by any member and all club records may be inspected by any Committee member.

6 Finances

- a) The club treasurer will be responsible for the finances of the club.
- b) All club monies will be banked in an account held in the name of the club.
- c) An independently reviewed statement of annual accounts will be presented by the treasurer at the Annual General Meeting.
- d) The Club must designate the treasurer and at least one other Club Officer to manage the bank accounts and provide signatures to the bank. It must keep these up to date.
- e) All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

7 Annual General Meetings and Extraordinary General Meetings

General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs.

- a) The Club will hold an AGM once in every calendar year and, unless due to exceptional circumstances and agreed by a majority of members, not more than 15 months after the last AGM. At every AGM the members will:
- b) Approve the minutes of the previous year's AGM.
- c) Receive reports from the Chairman and Secretary.
- d) Receive a report from the Treasurer and approve the Annual Accounts.
- e) Receive a report from those responsible for reviewing the Club's accounts.
- f) Elect the officers on the committee.
- g) Agree the membership fees for the following year.
- h) Discuss and vote on any resolution and deal with any other business put to the meeting.

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- i) Notice of the AGM will be given by the club secretary with at least 21 days' notice to be given to all members.
- j) Nominations for officers of the committee will be submitted to the secretary prior to commencement of the AGM.
- k) Proposed changes to the constitution shall be sent to the secretary at least 14 days prior to the AGM, who shall circulate them at least 7 days before an AGM.
- l) All members have the right to vote at the AGM.
- m) Except as otherwise provided in these Rules; every resolution shall be decided either by a simple majority of the votes cast on a show of hands or if requested a postal/email ballot of the entire Club Membership
- n) The quorum for AGMs will be 25% of the current membership.
- o) The Chairman of the Club shall hold a deliberative as well as a casting vote at general and committee meetings.
- p) An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary supported by at least 10% of the members of the Club. The committee shall also have the power to call an EGM by decision of a simple majority of the committee members.
- q) All procedures shall follow those outlined above for AGMs.

8 Amendments to the constitution

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

9 Discipline and appeals

- a) All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the club's child protection policy and procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.
- b) All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.
- c) The Committee (excluding the Chair) will meet to hear complaints within 7 days of a complaint being lodged. The Committee has the power to take appropriate disciplinary action including the termination of membership.
- d) 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.
- e) There will be the right of appeal to the Committee following disciplinary action being announced. The Committee (including the Chair) should consider the appeal within 7 days of the Secretary receiving the appeal.

10 Dissolution

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- a) A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- b) The Committee will then be responsible for the orderly winding up of the Club's affairs.
- c) In the event of dissolution, all debts should be cleared with any club funds. Any assets of the club that remain following this will become the property of another entity deemed appropriate by the Committee.

11 Declaration

One and All Cycling hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

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