

1. Name

1.1 The name of the organisation be the Roadford Lake Sailing & Racing Club

2. Club Purposes

- 2.1 To promote the amateur sport of dinghy sailing and racing and community participation in the same including actively encouraging youth training and racing
- 2.2 To support applications to funding agencies for the strategic development of watersports and recreation within the area.
- 2.3 To promote communication between members of the RLS&RC by providing a forum for information exchange.
- 2.4 To actively encourage racing and other social activities to club members.
- 2.5 Permitted means of advancing the purposes;

The Committee has the power to:

- (a) acquire and provide grounds, equipment, coaching, training and playing facilities, clubhouse, transport, medical and related facilities;
- (b) provide coaching, training, medical treatment, and related social and other facilities;
- (c) take out any insurance for club, employees, contractors, players, guests and third parties;
- (d) raise funds by appeals, subscriptions, loans and charges;
- (e) borrow money and give security for the same, and open bank accounts;
- (f) buy, lease or licence property and sell, let or otherwise dispose of the same;
- (g) make grants and loans and give guarantees and provide other benefits;
- (h) set aside funds for special purposes or as reserves;
- (i) invest funds in any lawful manner;
- (j) employ and engage staff and others and provide services;
- (k) co-operate with or affiliate to firstly any bodies regulating or organising the Sport and secondly any club or body involved with it and thirdly with government and related agencies;
- (l) do all other things reasonably necessary to advance the purposes;

NONE of the above powers may be used other than to advance the purposes consistently with the Rules below and the general law.

3. Membership

- 3.1 Membership of the RLS&RC will be automatic on payment of annual fees to the South West Lakes Limited's RTE at Roadford Lake, subject to registration with the club. It is also possible to join on application without being a South West Lakes member. Other fees may be levied by the RLS&RC, for social and racing events as agreed by the committee.
- 3.2 Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However limitation of membership according to available facilities is allowable on a non-discriminatory basis.
- 3.3 The Club may have different classes of membership and subscription on a non-discriminatory and fair basis. The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating.
- 3.4 The Club 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 the members.

4. Representation

- 4.1 Each member of RLS&RC is entitled to one vote on all proposals.

5. Officers

- 5.1 The Executive Officers of Roadford Lake Sailing & Racing Club shall be as follows:-
President (South West Lakes Trust representative)
- Commodore (Chairman)
 - Secretary
 - Treasurer

Other officers shall include:

- Race Secretary.
- Social Secretary.
- Youth Captain - A representative for youth activities

6. Election of Officers

- 6.1 All officers shall be elected at the AGM of the RLS&RC from and by members of the RLS&RC.
- 6.2 All officers are elected for a period of one year but may be re-elected to the same office or another office the following year.
- 6.3 The President shall be a South West Lakes Trust representative.

7. The Committee

7.1 Role

Subject to these Rules the Committee shall have responsibility for the management of the Club, its funds, property and affairs.

7.2 Property etc

(i) The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the club.

(ii) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

(iii) The Club may also in connection with the sports purposes of the Club:

(a) sell and supply food, drink and related sports clothing and equipment;

(b) employ members (though not for playing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;

(c) pay for reasonable hospitality for visiting teams and guests;

(b) indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).

(iv) The Committee will have due regard to the law on disability discrimination and child protection.

7.3 Composition etc

(i) The Committee shall consist of at least [seven] and not more than [nine] members (including Officers).

(ii) The Committee members may co-opt club members (up to the maximum permitted number) to serve until the end of the next AGM.

(iii) Any Committee member may be re-elected or re-co-opted without limit.

(iv) 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.

7.4 Committee Meetings

(i) 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.

(ii) The Committee may decide its own way of operating. Unless it otherwise resolves the following rules apply:

(a) at least 3 members must be present for the meeting to be valid;

(b) committee meetings shall be held face to face;

(c) the Chair or whoever else those present choose shall chair meetings;

(d) decisions shall be by simple majority of those voting;

(e) a resolution in writing signed by every Committee member shall be valid without a meeting;

(f) the chair of the meeting shall not have a casting vote.

7.5 Delegation etc.

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.

7.6 Disclosure

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.

8 General Meetings

8.1 The Annual General Meeting of the RLS&RC shall be held not later than the end of May each year. 21 days notice of the AGM shall be given to Members; who have registered their details; by Email or by circulating a copy of the notice to every member at their contact address and posting the notice at The Roadford Centre. Members must advise the Secretary by email or in writing of any business to be moved at the Annual General Meeting at least 14 days before a meeting. The Secretary shall

circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.

- 8.2 The business of the Annual General Meeting shall be to:
 - 8.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
 - 8.2.2 Receive the approved and independently inspected accounts for the year from the Treasurer.
 - 8.2.3 Receive the annual report of the Committee on the Club's activities since the last AGM from the Secretary.
 - 8.2.4 Elect an accountant to carry out an independent accounts inspection.
 - 8.2.5 Elect the Officers of RLS&RC (i.e. Commodore, Secretary, Treasurer and other Committee Members). To serve until the next AGM.
 - 8.2.6 Review racing and social fees and agree them for the forthcoming year.
 - 8.2.7 Discuss and vote on any resolution(whether about policy or change to rules) and deal with any other business put to the meeting received by email or in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda.
- 8.3 Extraordinary General Meetings (EGM) may be convened by the General Committee or on receipt by the Secretary of a request in writing from not less than 10 members of Roadford Lake Sailing & Racing Club. Between a minimum of 14 to a maximum of 21 days notice of the meeting shall be given. The meeting will be held at the Roadford Centre.
- 8.4 Nomination of candidates for election of Officers shall be made by email or in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Members and must be seconded by another Member.
- 8.5 At all General Meetings, the chair will be taken by the Commodore or, in their absence, by the President or Members attending the meeting.
- 8.6 Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Commodore shall be entitled to an additional casting vote.
- 8.7 A quorum for a General Meeting shall be 30% of the total number of registered Members and 6 Officers of the RLS&RC including 3 from the Commodore, Secretary, Treasurer and President.

8.8 Each Member shall be entitled to one vote at General Meetings.

9 **Conflict of Interest**

9.1 Any member of the RLS&RC Committee who has a direct or indirect pecuniary interest in any matter and who is present at any meeting of the RLS&RC Committee at which the matter is the subject of consideration shall, as soon as it is practicable, disclose the fact. They shall not take part in the consideration or discussion of or vote on any question with respect to the matter and shall be excluded from the proceeding whilst any such consideration, discussion or voting takes place.

11 **Amendments**

(a) These Rules may be amended at a general meeting by two-thirds of the votes cast but not (if relevant) so as to jeopardise the Club's status as a Community Amateur Sports Club as first provided for by the Finance Act 2002 and not in any event to alter its purposes (unless the procedure set out in 11(b) has been followed) or winding up provisions.

(b) The Club Purposes may be changed to include another eligible sport if the Committee unanimously agree and the members also agreed the change by a 75% majority of votes cast.

12 **Winding Up the Club**

(a) The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.

(b) The Committee will then be responsible for the orderly winding up of the Club's affairs.

(c) After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:

(i) to another Club with similar sports purposes which is a registered charity and/or

(ii) to another Club with similar sports purposes which is a registered CASC and/or

(iii) to the Royal Yachting Association for use by them for related community sports.

Adopted at a meeting held

at [Place]

on [Date]

Signed

Name

Signature

[Name and signature of chair of meeting]

Witnessed

Name

Address

Occupation

Signature

[Name, address, occupation and signature of witness]