

Lymington Amateur Rowing Club

Constitution and Rules

1. Constitution

The club shall be known as the Lymington Amateur Rowing Club, hereinafter known as 'The Club'. The objectives of the club are to encourage coastal and river rowing and to provide rowing and social facilities for its members.

The Club shall be a non-profit making organisation and any surpluses shall be used to maintain and improve the Club's facilities. No profit or surplus will be distributed to members except in accordance with the provision of section 16.

2. Membership

a) Grades of Membership

1. **Ordinary rowing members:** are entitled to all the privileges of the Club, they are entitled to speak and vote at its general meetings and have ultimate claim to the Club's property.
2. **Recreational rowing members** are entitled to all the privileges of the Club, they are entitled to row, but not to compete, they are entitled to speak and vote at its general meetings and have ultimate claim to the Club's property.
3. **Junior rowing members** are entitled to all the privileges of the Club excluding the purchase of alcoholic beverages, they are entitled to speak and vote at its general meetings, but have no ultimate claim to the Club's property.
4. **Social non-rowing members** are entitled to all the privileges of the Club, they are entitled to speak and vote at its general meetings but are not entitled to use any boat. They do not have any claim to the Club's property.
5. **Honorary members** are entitled to all the privileges that are enjoyed by social rowing members and are elected at the general meetings.
6. **Temporary members** are entitled to use the Club's facilities at the discretion of the Executive Committee.
7. **Probationary rowing members** are entitled to all the privileges of the Club, they are however not entitled to speak or vote at general meetings, nor do they have any claim to the Club's property. Probationary membership shall be granted for the period of one month upon completion of an application form and payment of the probationary subscription rate, and shall remain operative until the election of said member by the Executive Committee.

b) Election of members

All applicants for any grade of membership shall make a written application to the Secretary of the Club using the application form provided. The power of election shall rest with the Committee, who may refuse to elect membership to any applicant without assigning a reason for doing so.

c) Restriction

A person who has been expelled from, or refused membership of, the Amateur Rowing Association, shall not be eligible for membership

d) Acceptance

The committee, at its sole discretion, may decline to accept renewal of membership, from any person, without disclosing the reason

3. Equal Opportunities Policy

The Club will ensure that the talents and resources of all members are utilised to the full and that no member receives less favourable treatment on the grounds of gender, disability, marital status, creed, social class, ethnicity, age or sexual orientation or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

4. Child Protection Procedures

The Club accepts the policy and procedures relating to Child Protection, as set out by the ARA, and requires all members to accept them as a condition of membership.

5. Subscriptions

The executive committee shall fix the subscriptions for all grades of membership from time to time under the laws of the club and are payable to the Honorary Treasurer on the 1st March of each year. Anyone who has not paid by the 31st March automatically ceases to be a member whilst in arrears.

6. Guests

Members may introduce and entertain guests at the club subject to the following conditions: -

- a) Both the member and the guest must, on every occasion sign the visitor's register.
- b) The number of times for which a guest may be introduced at the Club shall be limited to a number of times considered reasonable by the executive committee.
- c) No persons whose membership of the club has been temporarily suspended or terminated shall be admitted as a guest.
- d) A member introducing a guest must accompany him/her at all times and shall be responsible for ensuring that the guest complies with the governing regulations of the Club.
- e) A guest may not purchase refreshments or intoxicating liquor whilst on the Club's premises.

The spouse of a member is not regarded as a guest and is entitled to accompany the member to any of the club's social activities.

7. Visitors

Members of visiting teams and their supporters competing in events at the Club's premises or against the Club may be permitted entry to the club premises on the day of the event and are entitled to purchase intoxicating liquor for consumption on the premises as provided for in section 49 of the licensing act 1964.

8. General meetings

- a) An *Annual General Meeting* of the Club will be held every October and the honorary secretary will give notice of the meeting to all members.
- b) A *Special General Meeting* will be summoned upon resolution of the executive committee or by a requisition in writing signed by at least 10% of Club members.

Notice of a general meeting will be displayed on the club's notice board at least 21 days before the said meeting. All proposals will be decided by a simple majority of those voting, each member having one vote and in the case of a split decision, the Chairman will give the casting vote.

9. Annual report and accounts of The Club

At the Annual general meeting, the Honorary Secretary will present the annual report of the Executive Committee and the Honorary Treasurer; the statement of accounts for the year ended 30th September.

10. Officers of the Club

The officers of the Club will consist of the President, Chairman, Vice Chairman, Honorary Secretary, Captain, Vice Captain, Honorary Treasurer, and any other officers as deemed necessary. All officers will be elected at the *Annual General Meeting* and will hold office for one year and may be eligible for re-election. The names of prospective candidates, together with those of their proposers and seconders, shall be submitted in writing to the Honorary Secretary not later than 7 days before the date of the *Annual General Meeting*. Where there are two or more nominations for a position, the election will be decided by ballot. Should any office become vacant during the year, the Executive Committee may co-opt a replacement to fill the vacancy until the next *Annual General Meeting*.

11. Executive Committee

The Executive Committee shall consist of the officers and in addition eight members, who shall be responsible for all the affairs of the club in accordance with its governing regulations. The election of the committee members, four of whom must be ordinary rowing members, will be held in the same way as for the officers of the Club. Meetings will be held at least once a month, and five members will be required to form a quorum. The Committee may also elect individual sub-committee members as considered necessary. Any such committee shall consist of not less than three members, two of whom shall form a quorum. In addition, the Chairman of the Executive Committee and the Honorary Secretary shall be ex-officio members of the

sub-committee and all resolutions passed at these meetings shall be subject to ratification by the Executive Committee.

12. Duties of Committee

a) Duties of the Chairman

The Chairman will preside at all General meetings of the Club and at all meetings of the committee. He or she shall be responsible for guiding the activities of the Club in accordance with its general policy as expressed by the majority of its members. The Chairman shall represent or arrange for the representation of the Club at regional level and at meetings of other organisations. He/She shall ex officio of any other committee of the Club.

b) Duties of the Vice-Chairman

The Vice-Chairman shall, in the absence or the Chairman assume the responsibility for his/her duties.

c) Duties of the Honorary Secretary

The Honorary Secretary will write letters and publish notices as requested by the Executive Committee or the Club in the general meeting. They will make and keep minutes of every meeting and prepare a report for adoption by the executive committee, prior to the annual general meeting. The secretary will also furnish every member with a copy of the club rules when and if requested.

d) Duties of the Captain

The Captain will have authority for the day-to-day affairs and must ensure that all activities are beneficial to the Club.

e) Duties of the Vice-Captain

The Vice-Captain will assist the captain with the day-to-day affairs of the Club, and in the Captain's absence assume the responsibility for his/her duties.

f) Duties of the Honorary Treasurer

The Honorary Treasurer will receive and acknowledge all payments of the club and will, in conjunction with the Honorary Secretary pay all sums as ordered by the executive committee. They will keep an adequate record of all payments and receipts and prepare a statement of accounts for the financial year ended 31st December, prior to the *Annual General Meeting*.

13. Expulsion from the Club

Where a member's conduct is believed to warrant expulsion, the matter will be raised at a meeting of the Executive Committee, who may invite the said member to attend its next meeting to answer the charges being made. At the discretion of the Executive Committee, the member may request that a *Special General Meeting* be held to discuss the case and any decision will be made by a simple majority of those voting; a two-thirds majority being required to expel a member. Prior to any enquiry being held, the Captain has the authority to suspend a member. A member subject to disciplinary action shall have the right to appeal in writing within 14 days of the action.

14. Sale of Intoxicating Liquor

- a) Intoxicating liquor may be supplied on the Club premises to members and visitors over the age of 18 during the permitted hours. These shall be the same permitted hours as the licensing district of Lymington for the time being, or as permitted by the Local Licensing Authority and may be varied from time to time by the executive committee in line with the local licensing hours for the area.

During the said permitted hours, members may only purchase intoxicating liquor for consumption on the premises.

- b) No person shall be paid, at the expense of the Club, any commission, percentage or similar payment, either with reference to the purchase of intoxicating liquor or its sale to members.
- c) The supply to the Club of intoxicating liquor shall be under the sole control of the Executive Committee, who shall arrange for its purchase on behalf of the club.
- d) The hours of opening shall be displayed on the club notice board at all times.

15. Club hours

The Club hours shall be fixed by the Executive Committee from time to time. Following the closure of the bar for the sale of intoxicating liquor, the premises shall remain open for the use by members for a period of 30 minutes. During this time no member may purchase intoxicating liquor, nor seek change from the bar.

16. Dissolution of the club

- a) If at any general meeting, a resolution for the dissolution of the Club is passed by a two-thirds majority of those voting, the Secretary shall immediately convene a *Special General Meeting* of the Club to be held not less than one month thereafter to discuss and vote on the resolution.
- b) At least half of the members must be present at the Special general meeting. If at the Special General Meeting the resolution is carried by at least two-thirds of the Members present at meeting and entitled to vote, the Executive Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.
- c) After discharging all debts and liabilities of the Club, any assets which had been funded by the Lottery or other grants from Public Bodies, shall be given or transferred to some other voluntary organisation having objects similar to those of the Club, in priority to any other assets which shall have been funded by the Members themselves which shall be distributed in equal shares amongst all the fully paid up Members at the date of such dissolution who have claim to the Club's property as set out in section 2. Upon this division the Club will be dissolved.

17. Rowing uniform

For racing, crews will row in the club colours of sky-blue and maroon singlets and black shorts or an equivalent one-piece garment.

18. Rules

These rules may be amended, or new rules introduced at any general meeting of the Club, so long as seven days notice of such a meeting is given to all members. A copy of the rules shall be available for inspection by the members at the Club's premises.

19. By-laws

Subject to the rules of the club, the Executive Committee may make by-laws for the general administration and regulation of the club, which shall bind all members as though they were the rules of the club. A copy of these by-laws shall be available for inspection by the members at the Club's premises.

20. Liability

The club shall have no liability for the loss of effects or personal injury sustained by any member, guest or visitor whilst on the club premises.

21. Disputes and interpretation

Any dispute arising out of, or not covered by these rules shall be referred to the Executive Committee. A member subject to disciplinary action shall have the right to appeal in writing to the executive committee within 14 days of the action.

22. Safety

The Committee shall appoint a member to act as Safety Advisor whose duty it will be to understand the requirements of the ARA Code of Practice for Water Safety and advise on their prominent display, their observation and their implementation at all times.

23. Alteration of the Constitution

- a) This constitution shall not be altered or amended or rescinded except by a General Meeting of the Club.
- b) A resolution to give effect to a change must be passed by at least 75% of the members present at the General Meeting.

This amended constitution was approved at a *Special General Meeting* held at the Clubhouse on Thursday 5th May 2005.