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**Rules**

**Of**

**Liverpool Running BUGS**

Adopted by Special Resolution on 3rd March 2018

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**1. Name**

The name of the club is Liverpool Running Bugs and was established and has operated under this name since January 2018.

**2. Aim**

a) The aim of the club shall be to encourage and promote running within a social atmosphere. We wish to provide a welcoming environment for people who want to start running for the first time and create an opportunity for existing runners who want to join a social group.

b) Our main focus is on athlete development regardless of ability via structured coaching.

c) Liverpool Running BUGS will provide and assist in the provision of facilities for sport, recreation and other leisure time occupation of such persons who have need for such facilities by reason of their age, infirmity or disability, poverty or social welfare and with the object of improving their conditions of life.

**3. Membership**

a) The club shall consist of amateurs according to the eligibility rules of UK Athletics.

b) Membership of the Club shall be open, on application, to anyone interested in recreational or competitive running, regardless of sex, ethnicity, race, nationality, sexual orientation, occupation, religion, political or other beliefs.

c) Individuals who wish to become members of the Club must apply using the Membership Application Form approved by the Committee from time to time or on line. Applications must be accompanied by the subscription fee.

d) By becoming a member of the Club, every member agrees to abide by the Club’s Constitution and Rules; the Rules of Competition and other rules and regulations of UK Athletics Limited; and the rules and regulations of England Athletics Limited (or relevant successor bodies).

e) Honorary membership may be conferred by the Committee upon individuals who are active in club affairs. Honorary Members shall have voting rights but shall not pay subscriptions. Honorary membership shall end when so determined by the Committee.

f) Application for membership shall be made to the Membership Secretary.

g) The Club may, as a condition of membership, require annual or other periodic subscription fees to be paid by Members of the Club, as determined from time to time by the Committee provided that the Committee shall ensure that the subscription fees are set on a non-discriminatory basis and do not preclude open membership of the club.

h) Subscriptions must be paid for the current year before the member can compete for the club, except where the club chooses to waive this rule.

i) Any member guilty of misconduct (i.e. behaviour contrary to the constitution) may be cautioned once, or expelled from the club by a majority decision of the management committee. Any person expelled will have the right to appeal to a management committee meeting called at his/her request not later than two weeks from the date of expulsion.

j) Notice of resignation must be made in writing to the club membership secretary and shall be considered by the club within one calendar month of receipt.

Membership shall be deemed to have ceased on the actual date of tender of the notice, unless the member’s financially indebted to the club, in which case the acceptance shall be withheld until the debt has been paid. The date of resignation shall then be the date on which the debt was discharged.

**4. Sports Equity**

a) This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity:

*Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.*

b) The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

c) The Club is committed to everyone having the right to enjoy their sport 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 incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

**5. Management**

a) The management committee shall consist of chair, club secretary, treasurer, head coach and a minimum of one further member. The committee shall meet at least four times annually which may be in person or on line.

c) A quorum for the management committee shall be three committee members or 51 % of committee members whichever is greater and must consist of at least one of, chairman, secretary, treasurer.

d) All decisions shall be by a majority vote. The longest serving committee member shall have a casting vote in the event of a tie.

e) The management committee has the power to co-opt extra members up to a limit of three, to create Trustees and to form sub-committees as and when considered necessary. Co-opted members will have full voting rights for the duration of their duty.

f) An auditor/s who must not be a committee member should be appointed if deemed necessary by the committee.

g) Each committee positions could be considered for re-election.

h) Any committee member who fails to attend three consecutive committee meetings shall be deemed to have resigned from the committee and replaced by a new committee member, to be co-opted by the committee.

**6. Powers of the Committee**

The Committee shall be responsible for the management of the Club and shall have the following specific powers to:

a) Make Club Rules and regulations to allow for the day to day operation of the Club and its activities. Such Club Rules may not supersede or contradict provisions of the Constitution and must be reasonably available to Members.

b) Appoint any person or persons to accept and hold in trust for the Club any property belonging to the Club or in which it is interested. The Chairman from time to time is nominated as the person to appoint new trustees within the meaning of the Trustee Act 2000. A new trustee shall be nominated by resolution of the Committee and the Chairman shall by deed duly appoint the person or persons so nominated as the new Trustee or Trustees of the Club and the provisions of the Trustee Act 2000 shall apply to such appointment.

c) Make and give receipts, releases and other discharges for any amount payable to the Club and for claims and demands of the Club.

d) Invest, place on deposit and deal with any finances of the Club not immediately required upon any investments or securities which the Committee thinks fit.

e) Issue, sign, draw, endorse, negotiate, transfer and assign all cheques, bills, drafts, promissory notes, securities and instruments, negotiable and non-negotiable, to operate on the Club's banking accounts.

f) Enter into all such negotiations and contracts and rescind and vary all such contracts and execute and do all such acts, deeds and things in the name of, and on behalf of, the Club as they may consider expedient.

g) Pay all the costs and expenses of, and incidental to, any of the aforesaid matters and things.

h) Determine how and by whom any such power shall be executed, operations effected and documents signed or things done.

i) Appoint Members or sub-Committees consisting wholly or partly of the members of the Committee to exercise such functions as the Committee may from time to time delegate to them.

j) Organise Club activities.

k) The members of the Committee and any trustees appointed under paragraph (b) above to act as trustees shall be entitled to an indemnity out of the assets of the Club for all expenses and other liabilities properly incurred by them in the management of the affairs of the Club.

**7. Annual General Meeting**

As the club has evolved and numbers in the club increased from the original couple of dozen when the constitution was written to a few hundred it was deemed non feasible to conduct an AGM as finding a venue to accommodate the membership would be difficult and even if one were found it would likely be cost prohibitive. To replace these ad hoc queries would be accepted at any time to member(s) of the committee. Any suggestions for significant changes to the club can be put forward at any time and, if accompanied with a minimum of 5 signatories. they will be put to the committee for further discussion and, if agreed by 80 % of the committee, the change will be actioned. As regards elections to the committee if no less than 10 members request an election then a ballot will be made of all eligible members to determine whether to hold elections to roles on the committee. If 50 % of eligible members request an election then elections will be held where all eligible members may vote. An eligible member is anyone who has been with the club for a minimum period of 12 months. Calls for elections can only be made once in any 12-month period. For the sake on maintaining a sense of continuity only half of the roles of the committee will be offered up at any single election.

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**8. Club colours**

a) The colours of theclub shall be black vest with green along the sides or white vest with green along the sides and black shorts

b) Club kit should be worn if available, by all competitors representing the club at every competitive meeting

**9. Amendments to Constitution**

As the cub has evolved over 7 years since inception and the numbers in the club increased from the original couple of dozen to a few hundred it was deemed non feasible to conduct an AGM as finding a venue to accommodate the membership would be very difficult and even if one were found it would be cost prohibitive. Therefore, changes to the constitution could not be actioned at an AGM. Changes to the constitution may be made by the committee provided there is at least 80 % of the committee in favour. Changes will be notified to members. IF a minimum of 50 % of eligible members object then the changes will be reversed. An eligible member is a member who has been with the club for at least 12 months.

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**10. Finance**

a) The committee shall control the finances, which shall be solely for the furthering of the aims of

the club.

b) A club account will be held and the Committee will determine its nature and location.

c) The signature of the Treasurer (or other appointed Committee member) shall be required to withdraw any monies from the account.

d) The Membership Secretary shall collect such fees and subscriptions as and when they fall due.

e) The account shall be audited by the committee or is requested by a majority on the committee and finances allow by an externally appointed body.

f) The Club’s Financial Year shall run from April 1st to March 31st inclusive. The Treasurer shall present accounts for the previous Financial Year to the committee for consideration .

**11. Dissolution**

a) The Management Committee, by majority at a quorate meeting, may decide to dissolve the club. They must then inform all members, giving four weeks’ notice.

b) Alternatively, ten ordinary paid-up and voting members may petition the secretary in writing to dissolve the club which will be discussed by the committee. This may accepted , rejected or be put to a ballot of all members.

c) Upon dissolution, any funds remaining after all debts have been met will be donated to a charity decided by the Committee.

**12. Disciplinary Procedures**

a) The Club shall not tolerate the physical or mental abuse, harassment, discrimination or defamation of any of its Members during, or subsequent to, Club Events. Any Member may be disciplined or excluded from membership of the Club if his or her conduct has been, or is likely to be, prejudicial to the interests of the Club. Defamation will apply to all members including officers or to club reputation. Exclusion will be agreed by resolution of a majority of at least two thirds of those present and voting at a properly convened Committee Meeting and at which no fewer than nine of the total voting members of the Committee ( or 2/3 of the committee whichever is lesser ) shall be present.

b) Such Member shall have one month's clear notice of the Committee Meeting sent to him or her together with details of the case against him or her. The Member shall be entitled to attend the Meeting and be heard in defence, but shall not be entitled to be present at the voting or take part in the proceedings other than as the Committee shall permit. If the Member is a member of the Committee, he or she shall not be entitled to vote.

c) Any Member disciplined or excluded from the Club for disciplinary reasons may lodge an appeal with the Committee and shall thereupon have the right to demand that the matter be referred to arbitrators: one chosen by the Committee, one chosen and paid for by the aggrieved party and one by the two arbitrators. In the event that the first two arbitrators fail to agree on a third, the third arbitrator, to be drawn from outside the club membership and immediate relations thereof, shall be appointed by the Chairman. Such arbitrators shall have the power by their award to annul the disciplinary action or exclusion, or to annul it subject to the performance of any condition, which the arbitrators may think fit to impose.

d) Disciplinary processes and procedures shall apply equally to all members of the club including committee members and the committee may not override the constitution in these matters.

**13. Equality and Diversity**

a) The Club is fully committed to the principles of equality of opportunity and is responsible for ensuring that no member, volunteer, receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, social status, sexual orientation or political belief.

Approved by the Committee of Liverpool Running BUGS – 3rd March 2018

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