

(Six Pages)

CONSTITUTION

(following SSE Recommendations)

1) Name of the Club

The club will be called **Gloucester Ski Club** (Hereinafter referred to as The Club) and may also be known as **GSC. Gloucester Ski Club** will be affiliated to Snowsports England (SSE) and the Southwest Ski Association (SWSA).

2) Aims and Objectives

The aims and objectives of the club will be:

- a) To offer coaching and competitive opportunities in *Ski Racing*
- b) To promote the club within the local community and the wider ski racing community
- c) To manage the *Equipment of the Club (storage, timing apparatus & gates, etc.)*
- 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

3) Membership

(a) Membership of the club is open to anyone interested in promoting, coaching, volunteering or participating in *Ski Racing*, regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

(b) The membership shall consist of the following categories:

- i. Full skiing member
- ii. Named Primary Next of Kin of a Member under 18 yrs old
- iii. Life member

(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.

(d) Members in each category will pay membership fees, as determined at the Annual General Meeting. The membership fee shall be reviewed annually. Members shall pay an annual subscription. Members shall be required to renew their membership by 31st January by payment of the appropriate fee.

(e) Individuals shall **NOT** be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has been paid by the due date and/or membership has been agreed by the Club committee (see 3b).

(f) Club to ask permission on its membership form regarding members' permission to share their membership data with the National Governing Body (NGB) (i.e. Snowsport England) for the purpose of insurance cover and creating a channel for the governing body to share appropriate information with its members.

(g) The Club financial year shall end on 31st March and commence on 1st April.

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, sexual orientation, or socioeconomic 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) Safeguarding

The Club will ensure a duty of care to all members of the club by adopting and implementing Snowsport England’s safeguarding policies; [SnowSafe Children and Young People and SnowSafe Adults](https://www.snowsportengland.org.uk/safeguarding-resources/) (<https://www.snowsportengland.org.uk/safeguarding-resources/>) and any future versions of these Policies.

6) Club Committee (Officers of the Club)

(a) The affairs of the Club shall be conducted by a Committee who shall all be elected or re-elected at the Annual General Meeting This shall consist of ‘Officers’:
Chair, Treasurer, Secretary, Safeguarding Officer;
Additional ‘Ordinary Members’:
Head Coach, and other members (e.g. Athlete representatives, Social media coordinator).

(b) All committee members must be members of the Club (See 3b) or a coach representative.

(c) If required, the committee shall elect a Vice Chair from among its number.

(d) The term of office shall be for two years, and members shall be eligible for re-election at the next AGM, however no more than two consecutive terms of office shall be served. The situation should be avoided that all committee members change at the

same time.

(e) If the post of any officer or ordinary committee member should fall vacant after such an election, the Executive Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting.

(f) Duties of the Committee:

- i. To be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- ii. To be responsible for the administration of all Club Activities.
- iii. To provide Coaches, who have met 'Disclosure & Barring Service'(DBS) checks, for the Club's coaching at all levels.
- iv. To adopt and continually assess an Anti-Bullying Policy and a Child Protection Policy.
- v. To ensure proper books of account are kept of all income and expenditure and of all dealings with the assets of the Club. The accounts shall be presented to the AGM each year.
- vi. To fill any vacancy which may occur amongst the Honorary Officers of the Executive Committee.
- vii. To co-opt other persons necessary for the due conduct of the business of the club, and to appoint Sub-Committees, with or without Executive powers, as and when necessary.

(g) The Committee will have powers to appoint advisers and co-opt to the Committee as necessary to fulfil its business.

(h) 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.

(i) The committee meetings will be convened by the Chair or Secretary of the Club and be held no less than *two* times per year. All elected committee members will have the right to vote at committee meetings. Every matter to be decided at a Committee Meeting shall be by a simple majority of votes. In the event of equality of votes, the Chair shall be entitled to an additional casting vote.

(j) The quorum required for business to be agreed at Executive Committee meetings will be a minimum of two 'office holders' and three other members.

7) Finances

(a) The club treasurer will be responsible for the finances of the club.

(b) The financial year of the club will run from 1st April and end on 31st March of the subsequent calendar year

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

- (d) An audited statement of annual accounts will be presented by the treasurer at the Annual General Meeting.
- (e) Any cheques drawn against club funds should hold the signatures of the treasurer plus up to two other officers.
- (f) All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

8) Annual General Meetings and Extraordinary General Meetings

- (a) General Meetings are the means whereby the members of the Club exercise their democratic rights in conducting the Club's affairs. The AGM of the Club shall be held once year at a time and place determined by the Executive Committee. Twenty-one days' notice shall be given to all members.
- (b) The Club shall hold the Annual General Meeting (AGM) in order to:
 - i) Approve the minutes of the previous year's AGM.
 - ii) Receive reports from the Chairman and Secretary.
 - iii) Receive a report from the Treasurer and approve the Annual Accounts.
 - iv) Receive a report from those responsible for certifying the Club's accounts.
 - v) Elect the officers and Members of the Executive Committee.
 - vi) Agree the membership fees for the following year.
 - vii) Consider any proposed changes to the Constitution.
 - viii) Deal with other relevant business.
- (c) Notice of the AGM will be given by the club secretary with at least 21 days' notice to be given to all members.
- (d) Nominations for officers of the committee will be sent to the Chair or Secretary prior to the AGM.
- (e) Members will be invited to raise matters with committee members, within the notice period prior to the AGM, for addition to the Agenda for discussion at the AGM. Proposed changes to the constitution shall be sent to the Chair or secretary prior to the AGM, who shall circulate at least 7 days before an AGM.
- (f) All Club members (see 3b) have the right to vote at the AGM. Every matter to be decided at a General Meeting shall be by a simple majority of votes (one vote per adult member).
- (g) The quorum for AGMs will be not be fixed given variable attendance in the past.
- (h) The Chairman of the Club shall hold a deliberative as well as a casting vote at general and committee meetings.
- (i) An Extraordinary General Meeting (EGM) shall be called by an application (postal in writing or email) to the Secretary supported by at least ten 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.

- (j) All procedures shall follow those outlined above for AGMs.

9) Amendments to the constitution

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

10) Notices

A notice or any other document may be served by the Club upon a Member either personally or by sending it by email and/or through the post addressed to such a Member at their last known address, but the accidental omission to give such a notice or any other document to, or the non-receipt of such notice or other document by any such member shall not invalidate any resolution passed.

11) 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 either to the Chair or Secretary.
- (c) The Management Committee will meet to hear complaints within *TEN* 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 *SEVEN* days of the hearing.
- (e) There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within *TEN* days of the Chair or Secretary receiving the appeal.


12) Dissolution

- (a) A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of the membership.
- (b) In the event of dissolution, all debts should be cleared with remaining Club funds. Any assets of the club that remain following this will become the property of another club with similar objectives or Snowsport England.

13) Declaration

Gloucester Ski Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Name	Dr Ian A Jenkins	Position	Chair
Sign		Date	1 st Nov 2022

Name	Mrs Jennifer E Harrison	Position	Treasurer
Sign		Date	6 th Nov 2022