



## CLUB CONSTITUTION

### 1. Name and Identity

- a. The name of the Club shall be Scrabo Striders.
- b. The Club colours shall be a purple vest with green and white detailing and black shorts.
- c. The Club shall offer training sessions that primarily consist of mixed-ability participation, with Club Members of all abilities participating together. Ability-based groupings may be implemented only for specific sessions where appropriate, but such groupings shall remain the exception rather than the norm. In sessions where ability-based groups are used, Club Members shall be free to self-select the group most appropriate to their ability.

### 2. Affiliation

- a. The Club shall be affiliated to and governed by the rules and regulations of Athletics Northern Ireland (ANI), as amended from time to time.

### 3. Membership

- a. Membership categories shall align with current ANI policies and shall cater for as wide an age range as is supported by the availability of appropriately qualified coaches. The Club shall strive to maintain an appropriate number of qualified coaches to meet the needs of the membership.
- b. All applications for membership must be submitted in the manner prescribed by the Committee and accompanied by the appropriate subscription fee.
- c. For the purposes of this Constitution, "Voting Members" are defined as fully paid-up Club Members aged 16 or over. Only Voting Members shall hold voting rights and count toward quorums at General Meetings.
- d. Membership of the Club shall be open to anyone interested in the sport on application, regardless of sex, age, ability, ethnicity, nationality, sexual orientation, religion, or other beliefs.
- e. The Club may have different classes of membership and subscription on a non-discriminatory and fair basis.
- f. Subscription rates shall be recommended by the Committee and ratified at the AGM. Subscriptions are payable upon joining and annually on 1 April.

- g. The Club will keep subscription rates at levels that will not pose a significant obstacle to people participating.
- h. If subscription is not paid in a timely manner as communicated by the Secretary, membership will be deemed suspended and the member will not be eligible to represent the Club or attend General Meetings.
- i. The Committee may refuse or revoke membership only for good and sufficient reason, including conduct likely to bring the Club or sport into disrepute or breach of Club policies. Written reasons shall be provided.
- j. Appeals against refusal or revocation of non-Junior membership shall be heard at a Special General Meeting (SGM) convened for that purpose. A simple majority of Voting Members present, and voting shall determine the matter. The quorum shall be 10% of Voting Members. If the quorum is not reached within 15 minutes of the scheduled start time, the meeting shall be adjourned to a date not less than 7 days later. At the reconvened meeting, the Voting Members present shall constitute a quorum.
- k. Appeals against refusal or revocation of Junior membership will be referred to Athletics NI.
- l. The Club adopts the safeguarding policies of UK Athletics and ANI, as amended from time to time.

#### 4. Objects

- a. The object of the Club is to promote athletics.
- b. For the purposes of this Constitution, athletics includes road, cross-country, endurance, trail, fell, and track running, and any other discipline consistent with ANI rules as approved by the Committee.

#### 5. Management and Committee

##### *Structure*

- a. The Club shall be managed by a Committee comprising:
  - i. **Office Bearers:** Chairperson, Vice-Chairperson, Secretary, Treasurer, and two Welfare Officers (one male and one female).
  - ii. **Named Roles:** Roles with specific responsibilities as determined and created by the Committee.
  - iii. **General Committee Members:** Committee Members with no specific title who assist with general Club business.
- b. The Chairperson, Secretary, Treasurer, and at least one Welfare Officer are essential for the Club to function. Vacancies in the Vice-Chairperson, second Welfare Officer, or any Named Roles shall not prevent the legal operation of the Club or Committee.
- c. The Committee may create, vary, or retire **Named Roles** at any time. The Committee may co-opt a Club Member or transfer an existing General Committee Member into such roles mid-term.

### *Eligibility*

- d. To be eligible to serve as a **Committee Member** (in any role), a Club Member must be at least 18 years of age and have held continuous membership for:
  - i. 12 months before serving as an Office Bearer;
  - ii. 6 months before serving in a Named Role or as a General Committee Member.

### *Family Restriction*

- e. No two Club Members from the same household may simultaneously hold more than one Office Bearer Role on the Committee, as defined in Clause 5(a)(i).
- f. "Same household" includes spouses, civil partners, cohabiting partners, and any persons ordinarily residing at the same address.
- g. In addition, no more than one Office Bearer Role may be held by individuals who are immediate family members, whether or not residing at the same address. For this purpose, "immediate family" includes parent, child, sibling, spouse, civil partner, or cohabiting partner.
- h. This restriction exists to prevent undue concentration of governance authority and voting influence within the Club.

### *Terms of Office*

- i. All roles except Secretary and Treasurer shall be elected annually.
- j. The Secretary and Treasurer shall be elected for an initial fixed term of three years and shall not stand for annual re-election during that period unless they resign or are removed via membership revocation.
- k. The right for any role to be contested annually (as per Clause 5(i)) is not restricted by an incumbent's length of service. However, a specific tenure limit applies: no Committee Member may serve in the same committee role for more than five years in total, whether consecutive or otherwise, where a valid Expression Of Interest has been received from another eligible Club Member during the relevant notice period as per Clauses 6(e) & 6(f). Partial years served will each count as a full year. If no other EOI has been received, the Committee Member may continue to serve beyond 5 years if they wish, provided they are formally elected at AGM.

### *Co-option and Attendance*

- l.** The Committee may co-opt Club Members during the year to fill any committee vacancy. Co-opted members shall serve until the next AGM.
- m.** Any Committee Member who fails to attend three consecutive committee meetings without providing reasonable apologies shall be deemed to have resigned their position.

### *Committee Meetings*

- n.** The Committee shall meet at least six times per year. Quorum shall be 50% of current Committee Members, including at least two Office Bearers. The Chairperson shall have a casting vote.
- o.** If a quorum is not present within fifteen minutes of the specified commencement time the meeting shall be adjourned.
- p.** Committee business may be conducted virtually and via group chats and polls in instant messaging (IM) platforms. Discussion and votes via these platforms are valid, and Quorum will be the same as defined in Clause 5(n). IM exchanges do not constitute a formal committee meeting for the purposes of Clause 5(n).
- q.** Non-urgent IM polls must be left open for a minimum of 24 hours to ensure all Committee Members have the opportunity to view and vote. Polls flagged as urgent may be opened at any time but must remain open until at least four hours have elapsed within the 9am–9pm period. Time outside the 9am–9pm period shall not count toward this minimum. For example, an urgent poll opened at 7pm may not close before 11am the following day.
- r.** Results of any IM votes should be summarised and included in the minutes of the next formal Committee meeting.

### *Conflict of Interest*

- s.** A Committee Member must declare any actual, potential, or perceived conflict of interest in relation to any matter under consideration by the Committee.
- t.** A conflict of interest includes any financial interest, personal interest, family interest, or other relationship which could reasonably be regarded as influencing, or appearing to influence, the member's judgement.
- u.** Any such declaration shall be recorded in the minutes of the meeting.
- v.** A Committee Member who has declared a conflict of interest shall withdraw from discussion of the relevant matter and shall not vote on it.
- w.** The remaining non-conflicted Committee Members shall determine whether the declared conflict requires full withdrawal from discussion or partial participation for factual clarification only.

- x. A conflicted member shall not be counted toward quorum for that item.
  - y. Failure to declare a relevant conflict of interest may constitute grounds for removal from the Committee.
- 6. Annual General Meeting (AGM)**
- a. The AGM shall be held on 1<sup>st</sup> March each year or as close to that date as reasonably practicable. At least two weeks' written notice shall be given to all Club Members.
  - b. The AGM shall consist at a minimum of reports from the Chairperson and Treasurer, Amendments to Constitution, Election of New Committee and Any Other Business.
  - c. The quorum shall be 10% of Voting Members. If quorum is not present within 15 minutes of the start time, the meeting shall be adjourned to a date not less than 14 days later. At the reconvened meeting, the Voting Members present shall constitute a quorum.
  - d. Proxy voting is permitted provided the Voting Member notifies the Secretary in writing at least three days prior to the meeting, identifying the absentee and the nominated proxy. No Voting Member may hold more than two proxy votes.

*Expressions of Interest and Elections*

- e. At least two weeks prior to the AGM, the Secretary shall invite expressions of interest (EOI) for all committee roles, excluding only those Secretary or Treasurer roles currently within an unexpired three-year fixed term. For the avoidance of doubt:
  - i. All roles are open for contest every year, regardless of how long the incumbent has served or their intention to stand for re-election.
  - ii. While a challenge can be mounted in any year, the "5-year limit" defined in Clause 5(k) creates a mandatory vacancy if the incumbent is challenged after five years of service.
  - iii. Secretary and Treasurer roles are not subject to EOI or annual contest during their fixed three-year term.
- f. EOIs shall be submitted in writing (including email). A current Committee Member may declare their EOI during the business of a duly convened committee meeting held immediately before or within the AGM notice period. Such declaration shall be recorded in the minutes and shall constitute a valid EOI. The Secretary shall provide updates to the membership regarding the EOIs received leading up to the AGM.
- g. The Committee shall determine the number of General Committee Member positions to be filled at the AGM. This number will be communicated before nominations begin and will not be less than two.

- h. At the AGM, all committee positions subject to election under this Constitution are declared vacant. Every candidate must be formally proposed and seconded.
- i. When the outgoing Committee have stood down, an Acting Chair will be appointed to oversee election, voting and cast a deciding vote in the event of a tie. The Acting Chair shall remain in place until all Committee positions are elected. The Acting Chair shall be:
  - i. One of either the Treasurer or Secretary, if they are remaining in post as part of a three-year term
  - ii. If neither the Treasurer or Secretary is to remain in post, a present Voting Member agreed by the Committee before the AGM, who has not submitted an EOI for any role and is not in the same household or family (as defined in clauses 5(f) and 5(g)) as anyone who has submitted an EOI for any role.
  - iii. In the absence of the previously agreed Acting Chair, a neutral Voting Member chosen by the members present at the AGM.
- j. For the purposes of this Constitution, an "on-the-night nomination" refers to the nomination of a Club Member who did not submit a valid EOI during the notice period.
  - i. On-the-night nominations shall **not** be valid for any Office Bearer or Named Role for which at least one valid EOI has been received during the notice period.
  - ii. On-the-night nominations shall be permitted for Office Bearer or Named Roles only where no valid EOI has been received.
  - iii. On-the-night nominations shall always be permitted for General Committee Member roles.
- k. Where a role is contested, each candidate (or a chosen representative if the candidate is absent) shall be given the floor to outline their suitability and aspirations for the role before a ballot is taken.
- l. All contested elections shall be conducted by written ballot and decided by simple majority of Voting Members present and voting.

#### **7. Extraordinary General Meeting (EGM)**

- a. An EGM may be called by the Committee or by at least 10% of Voting Members submitting a joint written request. Four weeks' notice shall be given.
- b. The quorum for an EGM shall be the same as for an AGM.

## 8. Alterations to the Constitution

- a. This Constitution may be amended at a General Meeting by a simple majority of Voting Members present and voting. Proposed amendments must be submitted in writing at least seven days prior to the meeting.
- b. The Committee may appoint a Constitution Sub-Committee as required to review this document and propose updates.
- c. The Committee may put the recommendations of the Constitution Sub-Committee to a vote of the membership via a secure online voting mechanism. Notice of such a vote must be provided at least 14 days in advance. To pass via this mechanism, a minimum participation of 20% of Voting Members is required and the amendment must secure a two-thirds majority of votes cast.

## 9. Finance and CASC Compliance

- a. All surplus income shall be reinvested in the Club. No assets shall be distributed to Club Members.
- b. Interpretation of this Constitution shall be consistent with the statutory requirements for Community Amateur Sports Clubs (CASC).

## 10. Dissolution

- a. The Club may be dissolved by a two-thirds majority of Voting Members present and voting at a General Meeting.
- b. Upon dissolution, remaining assets shall be transferred to another registered CASC, registered charity, or the governing body of the sport for community sport use.

**Ratified at AGM on 2<sup>nd</sup> March 2026 by majority vote.**



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Paul Magee – Chairperson



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Jennifer McAteer - Secretary

