

# The Dronfield Clarion Constitution

Updated 8<sup>th</sup> November 2022

## 1 NAME

1.1 The Club shall be known as The Dronfield Clarion Cycling Club, herein after referred to as the Dronfield Clarion or DC.

1.2 The official motto or slogan of Dronfield Clarion shall be "Fellowship is Life".

## 2. OBJECTS

2.1 Dronfield Clarion's aims are to protect and further the interests of cycling and cyclists. In all its activities, the Dronfield Clarion and its members shall endeavour to promote and encourage; Mutual Aid, Good Fellowship, Fairness, Equality, Inclusion and Diversity.

2.2 The Dronfield Clarion shall not tolerate harassment or bullying in any form, including but not restricted to; verbal, non-verbal, written or in social media.

2.3 To be a "non-profit making organisation"

## 3. ORGANISATION

3.1 The Dronfield Clarion is a regional section of the National Clarion Cycling Club and as such shall adhere to its constitution and rules.

3.2 The Dronfield Clarion should have at least 5 members and if its membership falls below 5 those members should be transferred to the Private membership section of the National Clarion Cycling Club.

3.3 If Dronfield Clarion wishes to change its name the Officers of the Dronfield Clarion must seek approval of the National Clarion Cycling Club and obtain a 2/3rds majority at the Dronfield Clarions Annual General meeting (AGM). In the event that the National Clarion Committee does not grant approval for a name change the section may request an appeal to be heard at conference to overrule the committee. The section shall not change its name until approval is received in writing.

3.4 Dronfield Clarion will hold a bank account in the name of Dronfield Clarion. The account will have three signatories two of which are required to a complete transaction.

## 4. COMMITTEE AND OFFICERS

4.1 Dronfield Clarion shall name an elected representative who will be a paid-up member of the National Clarion by membership of Dronfield Clarion and will be the contact for the National Clarion office.

4.2 Dronfield Clarion will meet on regular occasions throughout the year to conduct its affairs and hold an AGM before November 1<sup>st</sup> each year and the committee will meet no less than twice a year and this be in addition to the AGM. The AGM and Committee meetings may be conducted "face to face" or virtually.

4.3 The officers and committee members shall be elected at the AGM. Only members who have paid an annual subscription to the Dronfield Clarion and in good standing are eligible to cast a vote at the AGM.

4.4 The Dronfield Clarion committee shall consist of Officers elected at the AGM. The minimum number of roles to which officers are appointed is four. The Chairperson, Secretary or Treasurer may also hold the position of National Clarion representative:

- The National Clarion Representative
- Chairperson
- Secretary
- Treasurer and Membership Secretary

4.5 At the Dronfield Clarion AGM the committee may appoint people to additional officer posts to ensure the organisation operates effectively and examples of these officer posts are:-

- Publicity Officer
- Web Site Manager
- Ride Organiser
- Social Events Secretary
- Tour Manager

4.6 Up to a maximum of three people and less than the number of Dronfield Clarion officers may be co-opted to the committee in a non-officer capacity to support the committee to function effectively.

4.7 Only members who have paid an annual subscription to the Dronfield Clarion and in good standing may be elected to officer and committee roles, attend its events and describe themselves as a 'Dronfield Clarion member' or use Dronfield Clarion equipment, clothing, logos and trademarks.

4.8 All officers and committee members will retire each year but will be eligible for re-appointment.

4.9 The AGM may elect honorary positions to recognise service to The Dronfield or National Clarion. All honorary positions will retire each year but will be eligible for re-appointment.

4.10 All officers and committee members elected by the AGM are entitled to one vote.

4.11 The Chairperson may use a second or casting vote to resolve Dronfield Clarion matters. However, the Chairperson may not use the casting vote to overturn the status quo.

4.12 The Secretary shall provide all members with 'three weeks' notice of Committee and Annual General Meetings. The notice shall detail the date, time, agenda and proposed motions.

4.13 The quorum for a Committee Meeting shall be 4, unless those present agree that business should continue and minutes recorded.

4.14 The accounts of the Club shall be examined by an independent examiner each year. This examiner to be appointed each year by the AGM and a report will be submitted to the AGM.

4.15 Alterations to the constitution and rules shall require a majority of two thirds of the total number of votes cast.

4.16 The minutes of Committee and Annual General meetings and changes to the constitution shall be distributed asap and within 6 weeks of the meeting.

4.17 Members wishing to raise issues at the AGM or an Extraordinary General meeting (EGM) shall notify the Secretary in writing at least three weeks before an AGM or EGM.

4.18 The Secretary shall call an Extraordinary General Meeting (EGM) at the written request of at least 4 members, or 20% of the membership whichever is the greater.

## **5. MEMBERSHIP**

5.1 The annual subscription to be paid to Dronfield Clarion by members shall be fixed at the AGM and a proportion of this fee is provided to National Clarion. The National Clarion fee is set by the National Clarion Conference each year.

5.2 Membership categories shall be Seniors: 18 years or over at the time of payment.

5.3 All new members should join via the online membership system approved by the National Clarion Committee. Where the applicant is under 18, there should be a digital approval of this application by either the parent or legal guardian using the same system.

5.4 The Membership Secretary shall maintain an up-to-date record of membership. The Membership Secretary shall inform the National Clarion Secretary of membership numbers seven clear days before the Annual Conference.

5.5 Dronfield Clarion membership shall cease on 31st December each year, save those subscriptions paid by new members on or after 1st September shall remain valid for membership until 31st December of the following year. Membership shall have deemed to have lapsed if not renewed by the end of February each year.

5.6 Any member behaving in a manner against the good name or interests of the Dronfield or National Clarion or fellow members may be expelled by the Committee, subject to a fair and equitable appeal.

5.7 A "new rider" may ride with Dronfield Clarion as a guest for up to 3 club rides or events before joining Dronfield Clarion.

5.8 All ride leaders must be paid up members of the Dronfield Clarion or National Clarion.

## **6. Awards**

At its sole discretion the Committee may instigate Dronfield Clarion awards and make those awards at the AGM.

## **7. Dissolution of the Dronfield Clarion**

7.1 The club may be dissolved only if a two-thirds majority of the membership vote to do so. Such a vote would need to be taken at AGM or EGM.

7.2 Following the dissolution of the Club any remaining funds and or property shall be:

7.2.1 Where applicable returned to the fund giver.

7.2.2 Divided between the current membership.

7.2.3 Distributed among groups pursuing similar aims.