



(1) GENERAL RULES AND STANDING ORDERS

1. Title

The name of the club shall be the SOUTHDOWNS BIKES CYCLING CLUB whose colours shall be mainly black and green and registered with recognised national and regional cycling bodies.

2. OBJECT

"To promote and facilitate sporting and recreational cycling".

To achieve this aim the club will affiliate to the organisations set out in section 22.

3. CONSTITUTION

- a. Membership is open to any person by application to the Secretary or Treasurer. Acceptance of the application is subject to the member agreeing to abide by the club's rules.
- b. The categories of membership consist of the positions of Ordinary Members, Junior Members, Partners and Second Claim Members.
- c. Honorary Membership may be conferred at the committee's discretion.

4. MANAGEMENT

The responsibility for the transaction of the business of the club rests with the Committee in accordance with these rules and they may exercise their powers to deal with any matter not covered by these rules.

The Committee should however take account of the views of the wider membership, using whatever means are appropriate (e.g. meetings, website/message board, postal ballot etc)

5. ELECTION OF OFFICERS

The Committee shall be elected annually at a general meeting and shall have the power to co-opt other members as deemed necessary. The retiring members of the Committee shall be eligible for re-election. **All positions are honorary only.**

6. COMMITTEE

The Committee shall consist of the Chairman, Treasurer, General Secretary and other secretaries as required (road race, time trial, sportive, etc). Three members of the Committee shall form a quorum.

Nominations of candidates for election to the Committee should be made to the Secretary prior to the Annual General Meeting. Where no nomination is received in advance, nominations will be accepted at the meeting.

The Committee shall have the power to appoint a sub-committee of not less than three persons to meet on it's behalf in respect of special matters.

7. MEETINGS OF THE COMMITTEE

The Committee shall meet when notified by the Secretary or at the request of two members of the Committee.

8. ABSENCE FROM COMMITTEE

Any member of the Committee who is absent from three consecutive Committee meeting without good reason will be understood to have resigned his/her position.

9. DUTIES OF SECRETARY

The Secretary will attend the meetings of the Committee and take notes of the proceedings. The notes will be posted on the club website and may be printed in newsletters.

10. FINANCE

All monies received on behalf of the club shall go into the club funds bank account and no separate funds shall be created. The accounting of all monies and the keeping of proper accounts shall be the responsibility of the Treasurer; the management and decisions on use of funds shall be the responsibility of the Committee.

11. ELECTION OF MEMBERS

Application with the appropriate subscription fee must be submitted to the Secretary. Once accepted membership shall be effective from the date of application.

Application for membership shall be made using the appropriate form (paper or electronic) to the Secretary and if accepted will be effective from the date of application.

The Secretary shall publish a membership list regularly (at least every three months) identifying all existing and new members. All personal information will be treated as confidential and shall not be used for any inappropriate purpose.

Existing members may lodge an objection to any new membership within 6 months of his/her joining. This must be considered by the Committee within one month and either accepted or rejected. If accepted, the person's membership will be cancelled and the member notified accordingly.

Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis.

The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

12. SECOND CLAIM MEMBERS

Second claim members must be first claim members of another club and shall be subject to all the privileges and rules of first claim membership but shall:

- a. Not hold any official position within the club.
- b. Not vote at any club meetings.
- c. Not take any award in a club event, but full entry fee is due.

Persons resigning first claim membership of the club may apply for second claim membership and this will be considered by the Committee.

13. SUBSCRIPTION

The annual club membership subscription becomes due on the anniversary of the members joining date.

The subscriptions for the categories of membership will be reviewed annually and do not include the fee for the individual licences or affiliations which are to be met by each member.

Subscriptions must be paid within three months of becoming due or membership will be terminated without refund of any monies paid. No member whose subscription is in arrears may represent the club, participate in any competition promoted by the club or governed by the rules of a cycling body.

Having completed five years' continuous membership, any member or former member may apply for Life Membership on payment of the appropriate subscription.

The age limits and definitions of juvenile members shall be the same as those used by British Cycling.

14. ANNUAL GENERAL MEETING

An Annual General Meeting of the club shall be held once each year, not more than twelve months after the previous AGM. Ten days notice of this meeting shall be given to all members. The AGM shall:

- a. Receive from the Treasurer a statement of the accounts duly audited for the year ending 31st December.
- b. Receive reports from the outgoing officials.
- c. Elect the Committee.
- d. Decide upon any resolution which has been submitted to the Secretary at least seven days prior to the meeting date.
- e. Any other business.

Items for discussion at the meeting should be submitted to the Secretary at least seven days prior to the meeting date. Any items not included in the agenda shall be discussed unless a simple majority of those members present are not in favour.

15. SPECIAL GENERAL MEETING

On receiving a request from five members or, two members of the Committee, the Secretary shall call a Special General Meeting giving at least seven days' notice.

16. VOTING

All fully paid first claim members, including the Chairman, shall have one vote. In the event of equality of votes motion shall be deemed lost.

Voting on single issues can be carried out without a meeting and can be decided by post or electronic ballot for example.

17. ALTERATION OF RULES

The Committee shall be empowered to make, alter or amend any rule provided that;

- a. The resolution is approved by three members of the Committee.
- b. The alteration is notified to all members and no more than five or more of the club members object to the Secretary with fourteen days of the notice being given.

18. OBSERVANCE AND INTERPRETATION OF RULES

Every member binds him/herself to abide by the rules of the club and to accept as final the decision of the Committee as to the interpretation thereof in any dispute.

19. TROPHIES

To be finalised at a later date by the Committee.

20. EXPENDITURE

The club will meet the reasonable expenses of those members involved in the clubs' business e.g. travel to official meetings, postage and publicity for events, subject to the approval of the Secretary and Treasurer.

All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

21. SPONSORSHIP

The club is not sponsored but, is supported by the Southdowns Bike Shop from where it gets its' name. Any logos' on the kit are simply suppliers to the bike shop.

22. AFFILIATIONS

The club affiliates to the following organisations:
British Cycling (BC)
Road Time Trial Club (RTTC)
Surrey Cycle Racing League (SCRL)

23. COMMUNICATIONS

For the purposes of general communications, announcements and messages to club members an announcement or posting on the club website or message board is deemed adequate unless special arrangements are required in which case the club Secretary should be notified.

24. DISSOLUTION

Upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.

(2) GENERAL RACING RULES

The following rules apply to all club members entering open, League, association or club races whether on the road (including Time Trails) or track.

1. The entry fee for each club event shall be fixed by the Committee or member responsible for organising the event at the start of the season.
2. It is the responsibility of each club member to ensure that they have entered the race they wish to ride and to pay the appropriate entry fees and charges.

3. When representing or riding for the club, members must ensure that they comply with the following:
 - a. The law
 - b. The appropriate league/organisation codes in respect of clothing.
 - c. Ensuring the safety and roadworthiness of their cycle/equipment.
 - d. Appropriate standards of behaviour. Members shall at no time act or behave in a manner that could bring the club into disrepute.