



## **General club rules**

### **1. Title.**

The title of the club shall be “Newbury Athletic Club” hereafter referred to as “the club”. The club shall be affiliated to the national governing body and the South of England Athletic Association (SEAA) and such other Associations as the committee of the club may from time to time consider appropriate to the objects and activities of the club.

### **2. Objectives.**

The objectives of the club shall be to foster and promote Track & Field Athletics, Cross country and Road running at all appropriate levels in Newbury and neighbouring districts, providing opportunities for recreation and competition.

### **3. Membership.**

3.1) A member of the club must be an amateur who abides by the eligibility rules of UK athletics.

3.2) Membership of the club shall be open to all persons over the age of nine years or subject to the discretion of the Committee on the recommendation of a Club coach.

3.3) Candidates for election as members of the club must complete the club nomination form and sign the same (such signature in the case of a candidate under the age of 16 years being that of the candidate’s parent or guardian). The form shall be forwarded to the membership secretary together with the appropriate initial subscription in accordance with clause 3.5 hereof. Election of the candidate to the club shall be by a majority of those attending and entitled to vote at the committee meeting next following the submission of the form to the membership secretary.

3.4) There shall be three classes of membership to the club, associate, ordinary and honorary life membership.

A member shall be classified as active under this clause if they have participated one or more times within a calendar year in athletic competitions (The Boxing Day and Easter handicaps excepted)

An associate member is either a member who

Supports the club but who does not participate athletically.



Or:

A person becoming an associate member under clause 3.8.

An ordinary member is an active member of the club who participates athletically or in the organised activities of the club.

An Honorary life member is a member who is honoured by the committee for loyal service to the club.

3.5) The annual subscription for all members of the club whether ordinary member or associate members shall be decided by the committee (Any decision made by the committee under this clause being subject to ratification at the Annual General meeting next following the date on which the committee decision is made).

The treasurer shall, before the ratification referred to in clause 3.5 be at liberty to collect from members any such sum which has been fixed by the committee as an annual subscription always provided that if, at the Annual General Meeting next following, the meeting shall decide that the sum determined by the committee is in excess of the sum which should properly have been charged then the treasurer shall forthwith repay such excess to all members whose subscriptions have been paid at the rate determined by the committee.

3.6) A member may only terminate membership by resignation in writing and any member who gives notice of intended resignation after the date on which their subscription became due shall be liable for such subscription.

3.7) Should a member's subscriptions be three months in arrears the membership secretary shall apply for it in writing and failing payment within one month the committee shall have the power to suspend the member until the amount owing has been paid.

The committee shall also have the power to expel a member whose subscription is six months in arrears providing one month's notice in writing has been sent to such member by registered post to their last known address informing them of the proposed action of the committee. The name and address of any person so expelled from the club shall be sent to the honorary secretary of the SEAA and shall be entered by such officer in a book (hereafter called "The Black Book ") kept for that purpose. Every person entered in the black book shall be suspended from competing at all meetings under UK Athletics laws until the liability causing their said expulsion has been discharged.

3.8) Any person not being a member of the club wishing to use the club premises for changing, training or for any other purpose approved by the committee shall before



so doing become an associate member of the club and shall pay the annual subscription for the time being payable in accordance with clause 3.5 hereof. Any person becoming a member of the club under this clause shall be entitled to attend any AGM of the club but shall not be entitled to vote.

#### **4. Officers**

Charity Trustees are accountable to the Charity Commission for upholding the Constitution of the Newbury AC charity.

The Trustees delegate the running of the club to the Committee and through the Committee to its Officers, on the proviso that the Constitution is understood and upheld.

The officers of the club shall be as follows:

1	President	Non executive honorary position
2	Vice President	Non executive honorary position
3	Chairman	Executive position
4	General Secretary	Executive position
5	Treasurer	Executive position
6	Membership Secretary	Executive position
7	Property Master	Executive position
8	Track & Field secretary	Executive position
9	Ladies Track and Field Team Manager	Executive position
10	Men's Track and Field Team Manager	Executive position
11	Young Athletes Coordinator	Executive position
12	Cross-country Secretary	Executive position
13	Road Running Captain.	Executive position
14	Child protection / welfare officer	Executive position

**Plus other committee members who may be appointed from time to time**

#### **5. Election of officers**

All executive officers are elected for a period of one year but may be re-elected to the same office or another office the following year.

The officers shall be elected at the Annual General Meeting of the club, from, and by, the members of the club.

The committee shall have the power to subsequently fill any vacancy and to co-opt further members.



## **6. General Committee.**

6.1) The affairs of the club shall be vested in a general committee consisting of the executive officers and other members elected from, and by, the members of the club. The number of “other members” of the committee shall be as the members of the club elect at the AGM.

6.2) The general committee shall agree terms of reference for each committee post. These terms of reference will be held by the general secretary and periodically reviewed by the committee.

The officers of the club shall have such responsibilities, as the committee shall, from time to time, decide.

6.3) The committee should meet, as far as possible every two months and at such other times as the General secretary may in his/her discretion think fit.

The committee shall meet at least four times per year.

Dates of meetings for the 12 months following an AGM shall be set at the first meeting of the committee following the AGM.

6.4) Members of the committee shall be given at least seven days notice of the time and place of the next meeting.

The General Secretary shall post minutes of the latest committee meeting to committee members, and in the members only section of the club website within 21 days of the aforementioned meeting.

6.5) At any meeting of the committee six voting members – which must include at least two Charity Trustees - shall form a quorum.

The committee shall make decisions on the basis of a simple majority vote. In the case of equal votes, the chairperson shall be entitled to an additional casting vote. If the chairperson is not present at the meeting then whoever is chairing the meeting shall have the casting vote.



## **7. General meetings.**

7.1) The Annual General Meeting, hereafter referred to as the AGM, shall be held before the end of February of each year and at least 35 days notice of the meeting shall be given in writing to all members of the club. All members of the club may attend but voting shall be restricted to those over the age of thirteen years.

7.2) Members must advise the general secretary in writing of any business to be moved at the AGM at least 21 days before a meeting.

7.3) Proposals for new rules or proposed amendments to the existing rules may only be considered at an Annual or special general meeting and must be submitted in writing to the General secretary at least 21 days before the meeting. Notice of the proposed changes or additions shall be posted on the club notice board at least 14 days before the meeting takes place.

7.4) Business of the AGM shall be to; -

- A) Confirm the minutes of the previous AGM and any other general meetings held since the last AGM.
- B) Receive the audited accounts for the year from the treasurer.
- C) Receive the annual report of the committee from the chairman.
- D) Elect an auditor.
- E) Elect the officers of the club.
- F) Review club subscription rates and agree them for the forthcoming year.
- G) Transact any business as received in writing by the secretary from the members as specified in rules 7.2 & 7.3 above.

7.5) Nomination of candidates for election of officers shall be made in writing to the secretary at least 21 day's in advance of the AGM date. Nominations can only be proposed and seconded by full members.

At all general meetings the chair will be taken by the chairperson or in his/her absence, by a deputy appointed by the club or by full members attending the meeting.

7.6) Decisions made at general meetings shall be on the basis of a simple majority vote. In the case of equal votes, the chairperson (or their deputy) shall be entitled to an additional casting vote. Each full member, over 13 years of age, shall be entitled to one vote.



A quorum at any general meeting shall be fifteen full members and three officers of the club including one from the Chairperson, Secretary and Treasurer.

7.7.1) The general secretary shall call a special general meeting within fourteen days of the receipt of a written requisition signed by at least fifteen members stating the reason for which that meeting shall be called. No business other than that contained in the requisition shall be discussed or dealt with at the said meeting.

7.7.2) Notice of the date and place and business to be discussed at such special general meeting shall be given in writing to all members entitled to notice under clause 7.1 hereof. Those entitled to attend and vote at a special general meeting shall be the same as for an Annual General Meeting. A quorum for such a meeting shall be fifteen voting members.

## **8. Property Trustees.**

There shall not be more than three property trustees of the club. The committee shall appoint property trustees and the property of the club (other than cash which shall be under the control of the treasurer) shall be vested in them to be dealt with by them as the committee shall from time to time direct by resolution (of which an entry in the minute book shall be conclusive evidence).

The property trustees shall be indemnified against risk and expense out of the club property.

The trustees shall hold office until death or resignation or until removed from office by a resolution of the committee who may for any reason which may seem sufficient to the majority of those present and voting at any meeting of the committee remove any trustee from the office of a trustee.

Where, by reason of any such death, resignation or removal, it shall appear necessary to the committee that a new trustee or trustees should be appointed, or if the committee shall deem it expedient to appoint an additional trustee or additional trustees, the committee shall by resolution nominate a person or persons to be appointed as a new trustee or trustees. For the purpose of giving effect to such nomination the president for the time being of the club is hereby nominated as the person to appoint new trustees of the club within the meaning of section 36 of the Trustee act 1925 and he shall by deed duly appoint the person or persons so nominated by the committee as the new trustee or trustees of the club and the provisions of the Trustee act 1925 shall apply to any such appointment.

Any statement of fact in any such deed of appointment shall, in favour of any person dealing bona fide and for value with the club or the committee, be conclusive evidence of the fact so instated.



## **9. Club colours**

The club colours shall be royal blue vests with white, red and white horizontal bands. The name of the club i.e. Newbury Athletic Club, shall be written in red across the white bands.

## **10. Code of conduct.**

Any expelled member shall have the right of appeal at the next AGM of the club where a like majority is required to confirm the expulsion.

## **11. Club championships & trophies.**

Each year the committee shall arrange for a meeting or meetings for club championship events for which the clubs challenge trophies shall be awarded. Only ordinary and honorary members shall be eligible to compete for such trophies. A list of the major club trophies is annexed to the club rulebook, see section "club competitions and trophies".

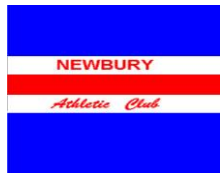
The committee shall formulate "Rules of competition" for all club championship events where the championship involves more than one event or where rules are required in addition to the "Rules of Competition" as determined by the national athletics governing bodies. Local "Rules of Competition" as determined by the committee shall be included as an addendum to the club rulebook.

## **12. Dissolution.**

If at any General meeting of the club, a resolution shall be passed calling for the dissolution of the club, the secretary shall immediately convene a special general meeting of the club to be held not less than one month thereafter to discuss and vote on the resolution.

If at that Special General Meeting, the resolution is carried by at least two-thirds of the full members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the club and discharge all debts and liabilities of the club.

After discharging all debts and liabilities of the club, the remaining assets shall not be paid or distributed amongst the members of the club but shall be given or transferred to some other voluntary organisation having similar objectives to those of the club.



**13. Other issues.**

The committee shall deal with any matter not provided for in these rules at a meeting properly convened in accordance with clause 6 hereof. The decision of the committee shall be final.

The general secretary shall maintain a diary of club commitments. Club event organisers and club section secretaries shall be responsible for notifying the general secretary of events organised by themselves or area bodies for the participation of club members. When organising events, organisers shall consult the club diary and endeavour to avoid clashes of commitments within the club.





## **Newbury A.C. Major club Trophies**

### **Cross-Country**

Under 11 Girl

Under 11 Boy

Under 13 Girl

Under 13 Boy

Under 15 Girl

Under 15 Boy

Under 17 Woman

Under 17 Man

Senior Woman

Veteran Woman

Senior Man

Veteran Man

The Ollie Johnson Cup for Most Improved Junior in Cross Country

The Anastasia Baker Cup for Endeavour in Cross Country

### **Track & Field**

Best Female Thrower

Best Male Thrower

Best Female Jumper

Best Male Jumper

Best Female Sprinter

Best Male Sprinter

Best Female endurance

Best Male endurance

Best Under 20 Athlete Male or Female

Best Under 17 Girl

Best Under 17 Boy

Best Under 15 Boy

Best Under 15 Girl

Best Under 13 Boy

Best Under 13 Girl

Best Under 11 Boy

Best Under 11 Girl

Best Under 23 Athlete Male or Female

Best Multi Event Athlete

Best Veteran Female



Best Veteran Male  
Progress Award

**Road Running**

Senior Men's (ages 17-49)  
Senior Women's (ages 17-49)  
Veteran Men's (ages 50+)  
Veteran Women's (ages 50+)  
Most Improved  
Best Age graded performance  
Dave Clark Marathon Shield – best result in the London Marathon

**Other**

Outstanding Contribution to Club  
Outstanding Service to Club  
Arthur Killbery shield for Outstanding Official  
Boxing (Keith Scott)& Easter (Killbery Trophy) Day Handicaps  
Hutchins Trophy (ADP 10K), Ladies Trophy for (ADP 10K)

Other trophies may be awarded as the committee may decide is appropriate



### **Rules of Competition for Club Cross Country Championships**

1. All participants in the championships must be fully paid up first claim members of Newbury Athletic Club.
2. The following cross country races will decide the championships :-
  - a. any of the Oxford league races.
  - b. the Berks, Bucks & Oxon ( BB&O) championships.
  - c. the Berkshire A.A.championships.
3. Participation in any other county championship will not score points towards the championships.
4. Maximum attainable points for the club championships will be awarded from any five races from section 2 except the under 11's which will be three.
- 5a. Under 20 athletes will be eligible to score points in the senior championships.
- 5b. In the Berkshire A.A. championships where the under 20 athletes run a separate race to the seniors:
  - 20 points will be awarded to the first under 20 athlete, 19 points for second etc.
  - 20 points will be awarded to the first senior, 19 points for second etc.
6. Points for the championships will be awarded as follows:-
  - 1st Newbury ac athlete to finish will be awarded 20 points.
  - 2nd Newbury ac athlete to finish will be awarded 19 points.
  - continuing down to 20th or below will be awarded 1 point each.
7. A separate veterans championship will take place within the overall senior championship.
  - If a veteran athlete wins the overall championship then they will be awarded the main championship trophy and the second place veteran will be awarded the veterans trophy.
8. In the event of a tie in any of the championships, the sixth best result will be taken in to account. If there is still a tie then the trophy will be shared.
9. The club will pay the team fee for all league races, the BB&O, the Berkshire A.A. county championships and the South of England championships, all individual fees will be paid by the athlete.
10. Club vests must be worn in all league and championship races.



### **Rules of Competition for Road Running Competitions**

- 1) All participants in the championship shall be fully paid up first claim members of Newbury AC.
- 2) Participants are responsible for making their own entry arrangements. All events must be entered in the participant's own name, competing with someone else's number is not permitted. Events must be entered as a member of Newbury AC.
- 3) Juniors will be eligible to score points, but only where UK Athletics age rules permit participation in the event.
- 4) The official results produced by the race organisers will be used for the allocation of points. Race positions will be used for the purposes of the championship. "Gun times" may be used to claim a club record.
- 5) Participants are responsible for checking the Road Running Captain has captured your championship race result.
- 6) Points for the championship will be awarded as follows.

For each distance in each division.

1st Newbury AC 20 points

2nd Newbury AC 19 points

3rd Newbury AC 18 points

continuing down to

20th Newbury AC 1 points

All others after 20th Newbury AC home get 1 point

- 7) In the event of a tie in either the ladies or men's championships at the end of the season, the head to head results of the runners will be compared. If there is still a tie, then the championship will be awarded jointly to all athletes tying for top place.



- 8) Each participant will be allocated to a league within the championship.
- 9) A trophy shall be awarded to the winner of each league at the end of the year, which may be retained by the winner for the following year. Prizes will also be awarded to 2nd and 3rd places.
- 10) Club vests shall be worn for all qualifying events except where:
- a) The participant is running for a registered charity and wearing clothes supplied by that charity.
  - b) The participant is wearing a county or national vest.
- 11) Only the highest result for each race distance will be used for the purpose of calculating the final scores
- 12) Members of Newbury AC will enter the championship at any time during the year, on completing one of the club championship races.