



# **COTSWOLD GYMNASTICS CLUB**

## **CONSTITUTION**

### **1. NAME**

The Club shall be called COTSWOLD GYMNASTICS CLUB (CGC, COTSWOLD GYMNASTICS), hereinafter called the Club. The Club is registered and affiliated to British Gymnastics. The Club is a Community Amateur Sports Club (CASC), registered with HMRC and is governed by this Constitution and any Policies and Procedures adopted by the Management Committee.

### **2. PURPOSE AND OBJECT**

The main purposes of the Club are to:

1. To provide coaching and competitive opportunities in Gymnastics for the whole community within Cirencester and the surrounding areas. This will be organised on an amateur basis.
2. To promote the club within the local community and Gymnastics and encourage participation in Gymnastics.
3. To ensure a duty of care to all members of the club
4. To provide all its services in a way that is fair to everyone
5. To ensure that all current and future members receive fair and equal treatment

### **3. MEMBERSHIP**

The Club shall offer various Membership categories according to its Member Policy.

1. 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.
2. The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions and fees at levels that will not pose a significant obstacle to people. Categories and fees will be reviewed and agreed by the Management Committee.
3. The Management Committee may refuse membership, or remove it, or impose any other sanctions they determine would be appropriate, in connection with a breach of the Club's rules and policies, or where it would be in the best interests of the Club, its Members or the sport.
4. Any person ceasing to be a Member, forfeits all rights to and claims upon the Club, its property and its funds and they have no right to the return of any part of their subscription.
5. Termination of membership - The Management Committee shall have the power to take such action as it sees fit against any Member who is in breach of the Constitution or deemed guilty of inappropriate conduct. No Member may be expelled from the Club without first having the opportunity of a personal hearing before the Management Committee. NO person expelled from the Club or who owes money to the Club may be introduced as a visitor.

### **4. MANAGEMENT COMMITTEE (hereinafter referred to as the Management Committee or Committee)**

1. The Club shall be administered by a Management Committee which shall consist of between 5 and 10 members and shall include as a minimum, officer roles of:  
Chairperson  
Treasurer  
Secretary
2. The Management Committee shall be elected at the Annual General Meeting (AGM) and, subject to termination of office by resignation or otherwise, shall remain in office until the next AGM. The retiring members of the Committee shall be eligible for re-election. In the event of an election vote tie, the Chair shall have the casting vote. Management Committee roles can only be filled by Members who according to their Member category, have voting rights and who are eligible to elect and be elected. Any persons directly employed by the Club cannot be elected to Management Committee roles according to Casc/HMRC governance..
3. The Management Committee shall have the power until the next AGM, to fill any vacancy that may occur or to co-opt for any special purpose any person onto the Management Committee. A co-opted member shall only be entitled to vote if he/she is a club Member.
4. The members of the Management Committee may exercise all the powers of the Club for the purposes of the management of the Club.
5. Management Committee meetings should be held as often as the Management Committee thinks fit *but no less than 3 times a year*.
6. The Management Committee may delegate its powers to sub-committees, to manage specific affairs of the Club with the Sub-Committee reporting back to the Management Committee.

At Management Committee meetings, 3 members shall form a quorum. The presiding Chair will have the casting vote in the event of an equality of votes.

#### 5. FINANCE

1. All surplus income or profits are to be re-invested in the Club. No surpluses or assets will be distributed to Members or third parties.
2. The Club maintains bank accounts on behalf of and in the name of the Club, for which there are three non-related signatories.
3. The Treasurer retains records of income and expenditure and alongside any outsourced Accounting expertise, (with relevant qualifications, skills, experience and supervisory body) shall maintain budgets, costings and ensure the income/expenditure of the Club is well controlled.

#### 6. VISITORS

The Management Committee shall have the power to elect Members of other clubs to use the Club facilities as visitors for a period not exceeding one month, and to determine any fee payable. Such visitors shall not be entitled to vote at any meeting.

#### 7. RESIGNATION

A Participating Member wishing to leave the Club must give 1 month's notice and this period will be covered by the deposit paid when joining the Club initially.

#### 8. ALTERATIONS TO THE CONSTITUTION

The Management Committee shall have the power to alter the Constitution, but no such alteration shall take effect until the same has been confirmed at the AGM or a special general meeting convened for the purpose.



No amendment shall be made to the Constitution without confirmation that such alteration does not contradict the CASC regulations or subsequently render the CASC status in jeopardy.

9. ANNUAL GENERAL MEETING (AGM)

A general meeting of the Club will be held every year to deal with the following business:

1. To approve the minutes of the last AGM
2. To receive the Chairperson/Coaching/Membership report of the activities from the previous year
3. To consider a statement of the Club's accounts to the end of the previous year. This shall be submitted by the Treasurer and shall account for all income and expenditure and in due course shall be duly Inspected.
4. To consider and, if approved, adopt any duly made alterations to the Constitution.
5. To appoint Management Committee members from whose number appropriate officers will be appointed.
6. To appoint or confirm an Independent Examiner of the Accounts.
7. Any other business which the Management Committee wishes to have considered or is raised by Members either before or at the meeting.

At the AGM, 5 members shall form a quorum. The presiding Chair will have the casting vote in the event of an equality of votes.

Notice convening the AGM and specifying the matters to be dealt with shall be sent to Members eligible to attend an AGM not less than 14 days before the meeting. Minutes of the AGM will be kept.

10. SPECIAL GENERAL MEETING (SGM)

A Special General Meeting may be convened at any time by the Management Committee or shall be convened within 21 days from receipt of written request by not less than five eligible Members specifying the object of the meeting for any of the following purposes:

1. To consider and, if approved, adopt any duly made alterations to the Constitution.
2. To receive the resignation of the Management Committee or to remove any Member or Members. Any vacancy or vacancies resulting may be filled, or otherwise shall be at the discretion of the Management Committee (see item 4).
3. To deal with any special matter which the Management Committee may desire to set before the Members, or which the Members requiring the meeting desire to set before the Club
4. Notice convening a Special General Meeting shall be sent to the Members not less than 7 days before the meeting and shall specify the matters to be dealt with. No other business may be transacted.

11. DISSOLUTION

A resolution to dissolve the Club can only be passed at an AGM or SGM through a majority vote of the eligible membership.

In the event of dissolution, any remaining assets shall be given to or transferred to another registered CASC, a registered Charity or the Sport's Governing body for use by them in related community sports.

SIGNED



CHAIRPERSON

DATE

22/07/2022