

**Sidmouth Surf Lifesaving Club Constitution**

**Updated January 2018**

1. Name

The club will be called *Sidmouth Surf Lifesaving Club* and will be affiliated to the

*Surf Lifesaving Great Britain.*

2. Aims and objectives

The aims and objectives of the club will be:

dark blue tick To offer participation, coaching and competitive opportunities for children and young people in *Surf Lifesaving*

dark blue tick To promote the club within the local community and *Surf Lifesaving national family*

dark blue tick To ensure a duty of care to all members of the club

dark blue tick To provide all its services in a way that is fair to everyone.

3. Membership

To ensure all present and future members receive fair and equal treatment.

Membership should consist of officers and members of the club.

All members will be subject to the regulations of the constitution and by

joining the club will be deemed to accept these regulations and codes of

practice that the club has adopted.

Members will be enrolled in one of the following categories:

dark blue tick Junior member

dark blue tick Associate member

4. Membership fees

Membership fees will be set annually and agreed by the Executive/

Management Committee or determined at the Annual General Meeting.

Fees will be paid: annually

5. Officers of the club

The officers of the club will be:

dark blue tick Chair / Head Coach

dark blue tick Honorary Secretary / Membership

dark blue tick New Member Lead

dark blue tick Safeguarding Officer

dark blue tick Treasurer

dark blue tick Training officer

dark blue tick Gear Steward

Officers will be elected annually at the Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

6. Committee

The club will be managed through the Management Committee consisting of:

dark blue tick Only **the above mentioned** officers of the club posts will have the right to

vote at meetings of the Management Committee.

dark blue tick The Management Committee meetings will be convened by the

Secretary of the club and held no less than *four*

times per year.

dark blue tick The quorum required for business to be agreed at Management

Committee meetings will be: **three**

dark blue tick The Management Committee will be responsible for adopting new policy,

codes of practice and rules that affect the organisation of the club.

dark blue tick The Management Committee will have powers to appoint subcommittees

as necessary and appoint advisers to the Management Committee as necessary to fulfil its business

dark blue tick The Management Committee will be responsible for disciplinary

hearings of members who infringe the club rules/regulations

/constitution. The Management Committee will be responsible for

taking any action of suspension or discipline following such hearings.

7. Finance

The club will operate on a not for profit basis and any surplus will only be used in pursuance of Aims and Objectives listed in section 2 of this Constitution.

All club monies will be banked in an account held in the name of Sidmouth Surf Lifesaving Club

The Club Treasurer will be responsible for the finances of the club.

The financial year of the club will end on: *31st December*

An **audited** statement of annual accounts will be presented by the Treasurer

at the Annual General Meeting.

Any cheques drawn against club funds should hold the signatures of the

Treasurer plus up to two other officers.

8. Safeguarding

Sidmouth Surf Lifesaving Club adopts the safeguarding policy of Surf Lifesaving GB. (June 2025).

9. Annual General Meetings

Notice of Annual General Meetings (AGM) will be given by the Club

Secretary. Not less than 21 clear days notice to be given to all members.

The AGM will receive a report from officers of the Management Committee

and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the

Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The quorum for AGMs will be 20% of the membership.

The Management Committee has the right to call Extraordinary General

Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same

as for the AGM.

10. Discipline and appeals

All concerns, allegations or reports of poor practice/abuse relating to the

welfare of children and young people will be recorded and responded to

swiftly and appropriately in accordance with the club’s child protection policy

and procedures. The club Welfare Officer is the lead contact for all members

in the event of any child protection concerns.

All complaints regarding the behaviour of members should be presented and

submitted in writing to the Secretary.

The Management Committee will meet to hear complaints within *7*

days of a complaint being lodged. The committee has the power to take

appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the

person who lodged the complaint and the member against whom the

complaint was made within *10* days of the hearing.

There will be the right of appeal to the Management Committee following

disciplinary action being announced. The committee should consider the

appeal within *20* days of the Secretary receiving the appeal.

11*.* Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM

through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become

the property of Surf lifesaving Great Britain.

12. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at

an AGM or EGM.

13. Declaration

*Sidmouth Surf Lifesaving Club* hereby adopts and accepts this constitution as a current

operating guide regulating the actions of members.

**Signed: Date: 18/02/18**

**Name: David Manley**

**Position: Club Chair**

**Signed: Date:**

**Name: Michael Shillingford**

**Position: Training Officer**