

**Tyne Rowing Club  
(founded 1852)**

**Constitution and Rules  
(Adopted by Special General Meeting held on 21<sup>st</sup> day of August 2004)**

1. **Name**

The Club shall be known as the Tyne Rowing Club (hereinafter known as “the Club”).

2. **Objectives**

The objectives of the Club are to provide facilities for and to promote, encourage and give instruction in the sport of rowing, including the participation of all members of the community.

3. **The Membership**

3.1. The membership of the Club is open to anyone interested in the sport of rowing regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs.

3.2. The Club shall have the following classes of membership:

3.2.1. Life Members – a full member who has paid 10 consecutive annual subscriptions as a full member;

3.2.2. Full Members – aged 18 or over on 1<sup>st</sup> September in the relevant year

3.2.3. Temporary Members – who wish to row with the Club or use the Club's equipment or facilities for a period not exceeding four months in any one year.

3.2.4 Junior Members – under the age of 18 on the 1<sup>st</sup> September in the relevant year

3.2.5 Associate/Social Members – do not have access to or use of Club boats, but do have access to land based training equipment.

3.2.6 Honorary Members- who the Committee elect in recognition of their interest in, or services to, the Club or the sport of rowing

3.3. Applicants for membership and members renewing their membership will be asked to sign a form agreeing to abide by the rules and regulations of the Club and the sport of rowing.

3.4. A person who has been expelled from, or refused membership of, the Amateur Rowing Association, shall not be eligible for membership.

3.5 If it is considered by the Committee that the granting or renewing of membership would be detrimental to the aims and objectives of the Club

the Committee is entitled to refuse membership and shall provide full reasons for so doing.

3.6 Each member upon joining shall sign the following declaration; "Name:

Upon acceptance into membership of Tyne Rowing Club I understand that rowing is undertaken at my own risk. I confirm that I do not suffer from any disability or medical condition, which may render me, unfit for strenuous exercise.

I also confirm that I am able to swim a minimum of 100 metres fully clothed.

Signed:

Signature of parent/guardian (if under 18):

Should a medical condition exist, this will not necessarily preclude you from membership/participation but it must be declared. Should you be in any doubt, advice should be sought from your family doctor".

#### 4. **Equal Opportunities Policy**

The Club will ensure that the talents and resources of all members are utilised to the full and that no member receives less favourable treatment on the grounds of gender, disability, marital status, creed, social class, ethnicity, age or sexual orientation or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

#### 5. **Child Protection Principles**

The Club accepts the policy and procedures related to child protection as set out by the ARA and requires all members to accept them as a condition of membership. The Committee shall appoint a member to act as a Child Protection Officer.

#### 6. **Entrance Fee**

Each applicant for membership shall, if their application be accepted, pay an entrance fee, the amount which shall be determined from time to time by the members in general meeting.

#### 7. **Subscription**

7.1. The rates of subscription and fees for the racking of members' boats in the Club's boat houses shall be determined from time to time by the members in general meeting and shall be due on election and, thereafter, on or before the 1<sup>st</sup> September in each year. Life members who are active in rowing from the Club's premises or otherwise make use of the Club's facilities and/or equipment (other than social facilities), full members, temporary, junior members and associate/social members shall pay an annual subscription.

- 7.2. In exceptional circumstances the Committee shall have the power to reduce the rate of subscription payable by an individual member.

8. **Cessation of Membership**

- 8.1. Any member may resign giving one month's clear notice in writing to the Secretary.
- 8.2. any member violating any of the rules or regulations of the Club or being adjudged guilty of any unsatisfactory conduct may, by resolution of the Committee, be suspended or expelled.
- 8.3. any member so suspended or expelled may appeal to an independent hearings panel.
- 8.4. the panel may be drawn from the membership of the Club or from other Clubs in the region.
- 8.5. the panel will hear and receive evidence, reach a conclusion and affirm or reject the sanctions imposed as appropriate.
- 8.6. any hearings panel must give a fair and independent hearing to the applicant within an appropriate timescale. Hearings must not contravene the Human Rights Act 1998 or any other policies of the Club or the Amateur Rowing Association.
- 8.7. A member shall be deemed to have resigned from the Club if, after due notice in writing, they have not paid by the 31<sup>st</sup> December the annual subscription which became due on 1<sup>st</sup> September of that year or made a satisfactory arrangement for the payment for the annual subscription by monthly instalments. They may, however, rejoin the Club at any time during the year on payment of any arrears of subscription but otherwise without payment of an entrance fee, subject to the provisions of rules 3.3, 3.4 and 3.5 above.

9. **Eligibility to Vote and hold office**

- 9.1. Only life, full, and associate/social members shall be eligible to take office in the Club and to vote at its meetings and take part in the control of its affairs.
- 9.2. Any member who is under the age of 18 years shall not be eligible for election to the Committee of the Club.

10. **Committee, the President and Vice Presidents**

- 10.1. The Committee shall conduct the affairs of the Club as a whole and shall consist of a Chairman, Captain, two Vice Captains, Treasurer, Secretary and other officers as are deemed necessary, together with up to seven ordinary members (of whom a maximum of three may be associate/social members).
- 10.2. Nominations for the positions of Chairman, Captain, Vice Captains, Secretary, Treasurer, other officers and other members of the

Committee shall be proposed by the Committee or put forward in the form of a motion under the terms of rule 13.4.

- 10.3. The Committee may elect a Vice Chairman from amongst its members.
- 10.4. The term of office shall be one year and members of the Committee shall be eligible for re-election.
- 10.5. The Club shall have a President and so many Vice Presidents as shall be fixed from time to time at the annual general meeting. Nominations for the position of President and Vice President shall be put forward in the form of a motion under the terms of rule 13.4. The President and the Vice Presidents shall be entitled to attend (but not vote at) meetings of the Committee.

## 11. **Duties of the Committee**

- 11.1. The Chairman will preside at all general meetings of the Club and at all meetings of the Committee and shall be responsible for guiding the activities of the Club in accordance with its general policy as expressed by the majority of its members. The Chairman shall represent or arrange for representation of, the Club at ARA regional level and at meetings of other organisations. The Chairman shall ex officio be a member of any other Committee of the Club.
- 11.2. The Captain will responsible for training, coaching and representation of the Club in competitions.
- 11.3. The two Vice Captains will be responsible for assisting the Captain and looking after the repair and maintenance of the Club's fleet of boats and equipment and the Club's premises.
- 11.4. The Secretary will be responsible for the organisation of meetings of the Committee and of the Club and the recording of minutes relating to such meetings and all correspondence relating to the general business of the Club.
- 11.5. The Treasurer will be responsible for the collection and disbursement of all monies belonging to the Club and will keep proper accounting records of all such transactions. He or she will present to the members at the annual general meeting a balance sheet and income and expenditure accounts showing the Club's financial position and the results of its transactions for the year.
- 11.6. The transactions of the Club will be conducted through a bank account and will require the signatures of any two of the Chairman, Captain, Secretary, Treasurer or any other member of the Committee who has been designated for that purpose.

## 12. **Club Committee**

- 12.1. The Committee is responsible for the general conduct of the Club's business and activities.

- 12.2. The Committee will meet at regular intervals during the year, as required by the business to be transacted, but no less than 6 times in each year.
- 12.3. Special meetings of the Committee shall be called by the Secretary on instructions from the Chairman, or not less than 3 committee members.
- 12.4. A quorum shall consist of not less than four members.
- 12.5. In the case of a casual vacancy among the Committee, the Committee shall be entitled to appoint another eligible person to act until the next annual general meeting.
- 12.6. The Committee shall have the power to make rules and regulations concerning the use of boats and the Clubs facilities and equipment by members and their guests and shall post a list of such rules and regulations on the Club's notice board immediately after the same shall be made.
- 12.7. The Committee shall have the power to create any sub-committee it may deem desirable and the Committee shall appoint the Chairman and Secretary of any such sub-committee and shall define the sub-committee's responsibilities.
- 12.8. The Committee shall have the power to invite members of the Club, including junior members, and officers of other rowing clubs using the Club's facilities from time to time to attend (but not vote at) meetings of the Committee

13. **General Meetings**

- 13.1. An annual general meeting will be held in the autumn of each year. There shall be laid before the meeting a statement of accounts made up to the 31<sup>st</sup> day of the month of August immediately preceding.
- 13.2. A special general meeting will be called on the instructions of a simple majority of the Committee, or on a requisition signed by not less than ten of the members of the Club entitled to vote.
- 13.3. Not less than 21 days clear notice shall be given, specifying to all members the time and business for the general meeting.
- 13.4. Motions for discussion at an annual general meeting not of origin from within the Committee shall be lodged with the Secretary at least 7 days preceding the annual general meeting and be signed by ten of the members of the Club who are entitled to vote.
- 13.5. At any general meeting a resolution put to the vote of the meeting shall be decided by a majority of those entitled to vote and present on a show of hands, except when more than one nomination has been received for a position on the Committee, in which case voting will be by secret ballot.
- 13.6. At all general meetings the Chairman will preside, or in his/her absence, the voting members present will elect a Chairman for the meeting.

- 13.7. At all general meetings not less than ten members of the Club entitled to vote shall constitute a quorum.
- 13.8. If, after half an hour from the time appointed for the meeting, a quorum is not present the meeting, if called at the request of the members, shall be dissolved. In any other case the meeting shall be adjourned until a time and place to be fixed by the Committee. If a quorum is not present within half an hour of the time appointed for an adjourned meeting, the members present shall be a quorum.
- 13.9. Accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by any member, shall not invalidate the proceedings of the meeting.

14. **Liability**

The Committee shall manage the affairs of the Club. Financial or legal liability incurred in the rightful exercise of their office shall not, however, be the personal liability of the Committee, but shall be the responsibility of the Club as a whole.

15. **Alteration of Constitution**

- 15.1. This constitution shall not be altered, amended or rescinded except by a resolution passed at an annual general meeting or a special general meeting of the Club.
- 15.2. A resolution to give effect to an alteration, amendment or a rescission of any part of the constitution must be passed by at least two thirds of the members present at the general meeting and eligible to vote and voting in favour.
- 15.3. Where any alteration or amendment to the constitution involves a change in the hours when intoxicating liquors shall be supplied, the rules relating to the supply of intoxicating liquors set out in rule 23 or the objects or terms of membership of the Club, the Secretary of the Club shall give written notice of the alteration or amendment to the Chief Fire Officer, Chief Officer of the Police, the Clerk of the Local Authority, and the Clerk to the Licensing Justices within 42 days of the alteration or amendment.

16. **Auditor**

Every annual general meeting shall appoint an auditor who shall at the conclusion of the next financial year examine the accounting records of the Club and report to the members on the income and expenditure accounts and balance sheet that are presented to the next AGM.

17. **Distribution of Profits**

In no circumstances can any surplus income be distributed to members, but any surplus income earned shall be used in furthering the objects of the Club.

18. **Termination**

18.1. The Club shall not be wound up except by a resolution of a special general meeting convened for the purpose and, in such an event, any surplus assets after settling all liabilities of the Club shall be handed over to one or more of the following:

18.1.1. another club with similar sports purposes which is a registered charity and/or;

18.1.2. another club with similar sports purposes which is a registered community amateur sports club and/or;

18.1.3. the Club's governing body for use by them for related community sports.

18.2. A resolution to wind up the Club must be passed by at least three quarters of the members present at the special general meeting and eligible to vote and voting in favour.

19. **Club Property**

19.1. Four members of the Club shall be the Trustees in whom the freehold or leasehold property at the Club shall be vested. Every vacancy among the Trustees that shall occur from time to time shall be filled by election at the annual general meeting next after the occurrence of the vacancy, the election to be decided by a ballot, which shall be conducted in the same manner as the ballot for the election of the Committee.

19.2. A Trustee may resign from office by giving notice in writing to the Secretary of his or her wish to do so, and a Trustee may be removed from office by a majority vote of the members present and entitled to vote at an annual general meeting. Unless so removed, every Trustee shall hold office until he or she resigns or ceases to be a member of the Club.

20. **Club Colours**

The colours of the Club shall be black and white. The Committee shall have the power to approve rowing uniforms and the design of the Club colours used on club equipment. Any member competing as a member of the Club shall wear one of the approved rowing uniforms.

21. **Power of Decision**

Any matter not provided for in this constitution or any question over the interpretation of it shall be dealt with by the Committee whose decision shall be final.

22. **Safety**

22.1. The Committee shall appoint a member to act as Safety Advisor whose duty it will be to understand the requirements of the ARA Code of Practice for water safety and advise on their prominent display, their

observation and their implementation at all times. The Safety Advisor shall attend and report to committee meetings as required.

22.2. All members shall agree, as a condition of their membership, to abide by the ARA Code of Practice for Water Safety.

23. **Club House and Bar Opening Hours**

23.1. The Clubhouse shall be opened and closed at such times as the Committee shall from time to time appoint.

23.2. The supply of intoxicating liquor shall be permitted under the Club's Registration Certificate between the hours of 11.30am to 2.00pm and between 4.00pm and 10.30pm on Mondays to Saturdays and between 12.00noon and 2.00pm and between 7.00pm and 10.30pm on Sundays, Christmas Day and Good Friday or at such other times as may be granted by the Licensing Authority under Special Orders of Exemption.

23.3. No intoxicating liquor shall be supplied for consumption off the Club premises, except personally to a member who is at the time on the Club premises.

23.4. The bar shall be under the control of the Committee.

23.5. Intoxicating liquor may only be supplied by or on behalf of the Club to members of the Club who have attained the age of 18 years or their bona fide guests for consumption on the premises and at the expense of the Club member.

23.6. Any guest who is introduced in to the Club by a member must sign the guest book at the Club and the member making the introduction must also countersign.

23.7. Persons who are members of a Club affiliated to the Amateur Rowing Association and who are using the Club's facilities at the invitation of the Club shall be deemed to be guests of the Club on the day of their visit and shall not be required to sign the guest book.