

The Constitution of the North Western Cyclo-Cross Association

- 1) **Title:** The Association shall be known as the North Western Cyclo-Cross Association which may be abbreviated to NWCCA.
- 2) **Purposes:** The purposes of the Association are:
 - a) To promote the sport of Cyclo-Cross in-the North West region of the U.K. through the promotion of Cyclo-Cross events held under British Cycling rules and regulations.
 - b) To actively encourage cyclists of all ages to participate in the sport of Cyclo-Cross.
 - c) To manage league competitions for all categories of rider as defined in the current British Cycling Regulations.
- 3) **Permitted means of advancing the purposes:** The committee has the power to:
 - a) Provide coaching, training, medical treatment and related social and other facilities.
 - b) Take out any insurance as required for the promotion of events.
 - c) Raise funds by appeals, subscriptions, and charges.
 - d) Open bank accounts as required.
 - e) Deposit or invest funds in any lawful manner.
 - f) Co-operate with or affiliate to firstly any bodies regulating or organising the Sport, secondly any club or body involved with it and thirdly with government and related agencies.
 - g) Do all other things reasonably necessary to advance the purposes of the Association.
 - h) NONE of the above powers may be used other than to advance the purposes consistently with the Rules below and the general law.
- 4) **Membership:**
 - a) Membership of the Association shall be open to anyone interested in the sport 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.
 - b) Applications for membership shall be managed and recorded by the Secretary in line with the current process specified by the Committee.
 - c) Membership shall consist of British Cycling affiliated clubs or teams with their headquarters in the North West area and individual members resident in the area.
 - d) The Association may have different classes of membership and subscription on a non-discriminatory and fair basis. The Association will keep subscriptions at levels that will not pose a significant obstacle to people participating.
 - e) The Association committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Association or the sport into disrepute. Appeal against refusal or removal may be made to an appointed panel consisting of Association members.
 - f) Registered British Cycling Cyclo Cross Commissaires and Assistant Commissaires resident in the North West area are automatically affiliated to NWCCA.
 - g) Non-affiliated teams or individuals may participate in NWCCA events as guests provided they agree to abide by the British Cycling Cyclo Cross rules of racing but may not vote at General Meetings.

The Constitution of the North Western Cyclo-Cross Association

5) **General meetings:**

- a) All members may attend and vote at all general meetings of the Association. Such meetings need 21 clear days' notice to members.
- b) Notice of the meeting to members will be given via the Association's website and wherever possible appropriate social media.
- c) The quorum for all general meetings is 10 members including at least 3 Committee Members.
- d) The Chair or (in his or her absence) another member chosen at the meeting shall preside.
- e) Except as otherwise provided in these Rules, every resolution shall be decided by a simple majority of the votes cast on a show of hands. Formalities in connection with General Meetings (such as how to put down resolutions) shall be decided by the committee and publicised to Association members.

6) **Annual General Meetings (AGM):**

- a) The Association will hold an AGM once in every calendar year and not more than 15 months after the last AGM.
- b) Propositions for consideration at an AGM must contain the name of the Proposer and be received by the Secretary (or in the absence of a Secretary by the Chairman) not less than 2 weeks before the meeting.
- c) At every AGM:
 - i) The Members present will elect a Committee including a Chair, Treasurer and Secretary, subject to clauses in section 8)c), to serve until the next AGM.
 - ii) The Treasurer will produce accounts of the Association for the latest financial year audited as the committee shall decide.
 - iii) The committee will present a report on the Association's activities since the previous AGM.
 - iv) The Members will appoint a suitable person to audit the accounts.
 - v) The Members will discuss and vote on any resolution (whether about policy or to change the Rules) and deal with any other business put to the meeting.

7) **Extraordinary General Meetings (EGM):**

- a) An EGM shall be called by the Secretary within 14 days of a request to that effect from the committee or on the written request of not less than 15 members signed by them.
- b) Such an EGM shall be held on not less than 14 or more than 21 days' notice at a place decided upon by the committee or in default by the Chair.

8) **The Committee:**

- a) **Role:**
 - i) Subject to these Rules the committee shall have responsibility for the management of the Association, its funds, property and affairs.
- b) **Property** etc:
 - i) The property and funds of the Association cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules.

The Constitution of the North Western Cyclo-Cross Association

- ii) The Association may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, event expenses, post event refreshments.
- iii) The Association may also in connection with the sports purposes of the Association:
 - (1) Sell and supply food, drink and related sports clothing and equipment.
 - (2) Employ members (though not for riding) and remunerate them for providing goods and services, on fair terms set by the committee without the person concerned being present.
 - (3) Pay for reasonable hospitality for visiting teams and guests.
 - (4) Indemnify the committee and members acting properly in the course of the running of the Association against any liability incurred in the proper running of the Association (but only to the extent of its assets).
 - (5) The committee will have due regard to the law on disability discrimination and child protection.
- c) **Composition etc:**
 - i) The committee shall consist of at least three and not more than 12 members (including Officers) with the majority being unrelated and non-cohabitating members.
 - ii) The committee members may co-opt Association members (up to the maximum permitted number) to serve until the end of the next AGM.
 - iii) Any committee member may be re-elected or re-co-opted without limit.
 - iv) A committee member ceases to be such if he or she ceases to be a member of the Association, resigns by written notice, or is removed by the committee for good cause after the Member concerned has been given the chance of putting his/her case to the committee with an appeal to the Association members, or is removed by Association members at a general meeting. The committee shall fairly decide time limits and formalities for these steps.
- d) **Committee meetings:**
 - i) Whenever a committee member has a personal interest in a matter to be discussed, he/she must declare it, withdraw from that part of the meeting (unless asked to stay), not be counted in the quorum for that agenda item and withdraw during the vote and have no vote on the matter concerned.
 - ii) The committee may decide its own way of operating. Unless it otherwise resolves the following rules apply:
 - (1) At least 2 members must be present for the meeting to be valid.
 - (2) The Chair, or whoever else those present choose shall chair meetings.
 - (3) Decisions shall be by simple majority of those voting.
 - (4) A resolution in writing signed by every committee member shall be valid without a meeting.
 - (5) The chair of the meeting shall have a casting vote.
- e) **Delegation etc:**
 - i) The committee may delegate any of their functions to sub-committees but must specify the scope of its activity and powers; the extent to which it can commit the funds of the Association; its membership; its duty to report back to the committee.

The Constitution of the North Western Cyclo-Cross Association

- ii) The committee may wind up any sub-committee at any time or to change its mandate and operating terms.
 - f) **Disclosure:** Annual Association reports and statements of account must be made available for inspection by any member and all Association records may be inspected by any committee member.
 - g) **Indemnity:** The Officers/Members of the Committee shall not be liable (otherwise than as members of Member Organisations) for any loss suffered by the Association or its Member Organisations as a result of the Act or omission of the discharge or failure to discharge their respective obligations, duties and powers on its behalf save and except if such loss arises from fraud or wilful default, and they shall be entitled to an indemnity out of the assets of the Association for all expenses and other liabilities incurred by them in the discharge of their respective duties.
 - h) **Amendments:** These Rules may be amended at a general meeting by two-thirds of the votes cast but not in any event to alter its purposes or winding up provisions.
- 9) **Winding up the Association:**
- a) The members may vote to wind up the Association if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.
 - b) The committee will then be responsible for the orderly winding up of the Association's affairs.
 - c) After settling all liabilities of the Association, the committee shall dispose of the net assets remaining to one or more of the following:
 - i) To a club with similar sports purposes which is a charity.
 - ii) To a club with similar sports purposes which is a registered CASC.
 - iii) To the Associations national governing body for use by them for related community sport.
- 10) **Interpretation:** In the event of any dispute over the interpretation of the Constitution, the decision of the Committee shall be final and binding.