

## 1. NAME

The Club will be called North Belfast Harriers and will be affiliated to

Athletics Northern Ireland

Athletics House,

Old Coach Road,

Belfast BT9 5PR

## 2. AIMS AND OBJECTIVES

The aims and objectives of the club will be:

- To promote the health and well-being principally but not exclusively of the greater Belfast [-population](#) through participation in athletics.
- To promote personal health and esteem through health awareness education and participation in athletic principally but not exclusively to the Greater Belfast population
- To promote athletics locally as an amateur sport to the local population of North Belfast.

## 3. POWERS

The club has the following powers, which may be exercised on in promoting the Objects:

- 3.1 To organise athletics related activities that are conducive to the health and wellbeing of the members and the wider community
- 3.2 To raise funds (but not by means of permanent taxable trading)
- 3.3 To provide athletics related advice
- 3.4 To publish or distribute information on athletics and general health and wellbeing
- 3.5 To co-operate with other athletic Clubs, charities, voluntary bodies and statutory authorities to promote health and wellbeing through athletics and to exchange information and advice with them.
- 3.6 To support, administer or set up other charities.
- 3.7 To promote or carry out research.
- 3.8 To borrow money and give security for loans (but only in accordance with the restrictions imposed by the Charities Act).
- 3.9 To acquire or hire a property of any kind.

- 3.10 To sell, lease or otherwise dispose of property of any kind (but only in accordance with the restrictions imposed by the Charities Act).
- 3.11 To make grants or loans of money and to give guarantees.
- 3.12 To set aside funds for special purposes or as reserves against future expenditure but only in accordance with a written reserves policy.
- 3.13 To insure the property of the Club against any foreseeable risk and take out other insurance policies to protect the Club when required.
- 3.14 Subject to sub-clause 10.3, to employ paid or unpaid agents, staff or advisers.
- 3.15 To enter into contracts to provide services to or on behalf of other bodies.
- 3.16 To establish or acquire subsidiary companies to assist or act as agents for the Club.
- 3.17 To acquire, merge with or enter into any partnership or joint venture arrangement with any other Club formed for any of the purposes.
- 3.18 To deposit or invest funds in any manner (but to invest only after obtaining such advice from a financial expert as the Committee consider necessary and having regard to the suitability of investments and the need for diversification).
- 3.19 To do all such lawful things as are necessary for the achievement of the purposes.

#### **4. MEMBERSHIP**

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

Membership should also include officials and members of the club.

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

Members will be enrolled in one of the following categories:

- Full member - any person aged 18 years or over who can represent the club at races, who subscribes to the Objects of the Club, has paid membership or agreed concession on membership fees, to include any officials of the club
- Junior member - Any child or young person under the age of 18 who subscribes to the objects of the club, has paid membership or agreed concession on membership fees. Under 18 junior members shall not have the right to vote at meetings of the club.

- Life/ Honorary member – honorary Membership is awarded by decision of the management committee. This is awarded to members who have made a significant and lengthy contribution to the club and is a lifelong award. Honorary members will have the same rights and privileges as full members. Honorary membership is a life-long award unless it is agreed by the Management Committee that the Honorary member has brought the club into disrepute

Membership will infer agreement and compliance with, the club regulations and code of conduct, necessary for the safe and fair management of the club. Membership will not infer any benefits of a financial or material nature.

## **5. MEMBERSHIP SUBSCRIPTIONS**

Membership subscriptions will be set annually determined at the Annual General Meeting (AGM).

Subscriptions will be requested: annually due from 1st March

Membership fees are agreed at each AGM and the Management Committee have the right to apply a discretionary membership fee. Members who may encounter financial difficulties or hardship should notify a committee person in confidence, and the committee on behalf of the club may agree appropriate measures at their discretion to reduce fees in such cases.

## **6. -OFFICIALS OF THE CLUB**

The officials of the club will be:

The Officials of the club will be as agreed necessary at the AGM and may include but are not limited to the following roles:

- Chairperson
- Volunteer coordinator and club mark officer
- Mental health and disability awareness officer
- Secretary
- Junior administrator
- Treasurer
- Grants and fundraising
- Members manager
- Track and facilities manager
- Web and media
- Club Welfare/Designated Officer
- Head of coaching
- Committee members without office elected as agreed necessary to ensure quorum at meetings

Coaches and Head of Coaching will be appointed by the committee subject to appropriate skills experience and/or qualifications. Coaches will be appointed to fulfil the aims and objectives of the club and will be expected

to be aware of and in agreement with them. The management committee will periodically review the list of club coaches and amend as necessary

All of the Officials, with exception of the Coaching team, will be elected annually at the AGM. All officials must be members

All officials will retire each year but will be eligible for reappointment.

The committee may elect additional posts during the year if club needs dictate a requirement.

## **7. MANAGEMENT COMMITTEE**

- The club will be managed by the committee €Consisting of the Chairperson/s Treasurer, Secretary and Club Welfare Officer plus others elected at the AGM to make a total of 6.

Other non-voting advisers may also be called by the Secretary to attend management meetings if and when required.

- The quorum at meetings shall be four or such other number as the committee may from time to time determine and shall consist of at least two club officers from the Chairperson, Treasurer, Secretary and Welfare Officer. Only management committee members elected under at AGM, or co-opted members as above have the right to vote at meetings of the management committee.

- The Management Committee will be convened by the Secretary of the club who shall meet no less than six meetings a year

- The quorum required for business to be agreed at management committee meetings shall be four as noted above

- The Management Committee will be responsible for reviewing and or adopting new policy, codes of practice and rules that affect the-organisation of the club

- The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business

- 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

- The Management Committee elected at an Annual General Meeting shall have the power to co-opt further members to fill any vacancy arising on the committee, or to enlist committee members with particular skills who shall serve until the conclusion of the next following Annual General Meeting

provided that the number of co-opted members shall not exceed one third of the total members of the committee. Co-opted members shall not have the right to vote.

## **8. FINANCE**

- All club monies will be banked in an account held in the name of the club.
- The Club Treasurer shall keep proper accounts of finances
- The financial year of the club will end on 30th January
- A statement of annual accounts will be presented by the Treasurer at the AGM or as soon as is reasonably feasible there after
- Any cheques drawn against club funds should hold the signatures of the Treasurer plus up to two other officials.
- The accounts shall be audited or independently examined by an auditor or auditors appointed by the Annual General Meeting or examined by any independent examiner who shall be appointed by the Annual General Meeting”

## **9. ANNUAL GENERAL MEETINGS**

- Notice of AGMs will be given by the Secretary. Not less than 21 clear days’ notice to be given to all members.
- The AGM will receive a report from officials of the Management Committee and a statement of the audited or independently examined accounts.
- Elections of officials are to take place at the AGM. All members, with the exception of junior members, shall have the right to vote at the AGM. The quorum for AGMs will be at least 15-voting members
- 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. MEMBERS UPDATE MEETING**

Meetings open to all members of the club will be convened by the Secretary. The minimum period of notice required to hold any members update meeting of the club is seven clear days from the date the notice is deemed to have been given. Members Update Meetings will be held with the purpose to update members on the progress made by the committee and to seek any necessary consensus

## **11. SAFEGUARDING CHILDREN**

The club is committed to Safeguarding of Children and Vulnerable Adults and this is covered by our policy available on our website.

## **12. EQUITY POLICY STATEMENT**

- This club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport

Northern Ireland definition of sports equity:

“Sports equity is about fairness in sport, equality of access, recognizing inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.”

- The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

- The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

- All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

- The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

## **13. 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 safeguarding children and young people policy and procedures. The club welfare/designated officer is the lead contact for all members in the event of any safeguarding concerns.

All complaints regarding the behaviour of any member/s should be presented and submitted in writing to the Secretary.

The Committee will meet to hear complaints within 30 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership. The committee will if required seek external guidance and when deemed necessary communicate and work with the PSNI

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 7 days of the hearing.

There will be the right of appeal to the Committee following disciplinary action being announced. The committee should consider the appeal within 30 days of the Secretary receiving the appeal.

#### **14. 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, the committee will have the power to dispose of assets in favour of such other charitable institution or institutions having objects similar to objects of the club. Athletics\_NI will be responsible [for monitoring](#) and [verify](#) the actions of the trust are in accordance with this policy

A final report and statement of account relating to the Club must be sent to the Commission.

#### **15. AMENDMENTS TO THE CONSTITUTION**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

#### **16. TRUST PROPERTIES**

The club may appoint and may terminate the appointment of not less than three people to act as Trustees for the purpose of holding any moneys or property belonging to the club. The title to all such real and/or personal property which may be required by or for the purpose of the Club shall be vested in the Trustees who shall hold such property in trust for the Club. The Trustees shall act under instruction of the-Committee who shall, subject to the approval and consent of the Club as determined by a General Meeting, have power to fill vacancies among the Trustees

# **NORTH BELFAST HARRIERS A.C.**

**Established 1896**

**Charity NIC 103282**

**AS REVISED AND AGREED BY AGM OF 24<sup>th</sup> March 2019**