

Constitution

1. Name

The name of the organisation shall be 'Reading Fencing Club', hereinafter referred to as the 'Club'. The rights of the Club's logo and emblem (shown at the top-right and -left of this page respectively) remain solely with the Club, and may only be used with the express permission of the Club Committee.

2. Objectives

The Club is established to pursue the following objectives:

- a) Participation in the sport of fencing, hereinafter referred to as the 'sport'.
- b) The provision of training and playing facilities for all its members.
- c) Promoting and maintaining the highest standards of technical competence and safety in the sport.
- d) Upholding the rules of the sport.
- e) Providing equal opportunities for successful participation by all sections of the community.
- f) The promotion of the sport.

3. Affiliation

The Club shall be affiliated to British Fencing.

4. Rules of the Club

This Constitution, together with the Club's Codes of Conduct and Equity Policy, and any regulations and practices adopted by the Club, shall combined form the Rules of the Club. The Rules will be made available to all current and prospective members

5. Membership

All members of the club, and guests to it, are subject to the Constitution of the Club and the regulations of the National Governing Body.

- a) Membership of the Club is open to all individuals provided they comply with this Constitution.

- b) No person shall be refused membership on the grounds of age, race, colour, creed, religion, sex, or sexual preference.
- c) Disabled Members may be enrolled; after careful and sympathetic assessment they will be advised on an individual basis whether or not fencing would be suitable for them (with the criterion being that they can participate in the sport safely). However, such a Member should be able to put on the essential protective equipment of jacket, under-plastron, mask and glove with a minimum of assistance. Assessment would be made by a Club Coach plus one other member of the Committee, by agreement.
- d) All applications for membership shall be accompanied by a Membership Form and the appropriate annual membership fee, which shall thereafter be payable on demand.
- e) Each full member shall be entitled to attend and vote at General or Annual General Meetings.
- f) Adult (over 18) members may be elected and serve on the Club Committee.
- g) All members will receive a copy of the Club's Code of Conduct, Child Protection Policy, and Constitution.
- h) Members shall be enrolled on one of the following categories:
 - o Adult
 - o Student
 - o Under 17
 - o Over 50
 - o Country
 - o Services
 - o Coach
- i) Guests may fence at the Club after payment of the appropriate Guest fee.
- j) By discretion of the Club committee, active coaches will not be required to pay subscription fees, but must ensure that they have completed an RFC Membership Form and comply with the relevant Codes of Conduct and other such policies.
- k) Non-RFC coaches are not permitted to give lessons until they have submitted copies of their England Fencing qualification(s) in advance to a Club committee member. Permission to allow coaching is at the discretion of the committee.

6. Suspension, Refusal or Termination of Membership

- a) The Club Committee shall be entitled to:
 - i. Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the Club as set out in Rule 2 (Objectives) of this constitution.
 - ii. For good and sufficient to refuse renewal of any existing membership or terminate or suspend any membership provided that the member concerned shall have the right to be heard by the full committee before a final decision is made.
- a) The member may apply for reinstatement at the next general meeting.
- b) The Club committee shall inform the member in writing of any decision to terminate their membership.
- c) Notification of the termination of a membership will be forwarded to the National Governing Body.
- d) Any member who fails to pay their fees by the date required shall forfeit their right to representation on the Club committee and at general meetings, and shall be suspended from taking part in any event under the control of the club until such fees are paid.
- e) In the event that a member shall become unable to pay their annual subscription then the committee shall, upon application by the member, and at its discretion not suspend the member for a period of six months. At the end of six months the situation will be reviewed with a view to either reinstating or suspending the member.
- f) Any member under suspension shall be barred from taking part in any match or event under control of the Club.

7. General Meetings

a) Annual General Meetings (AGM)

The AGM shall be held each year at such a time and place as determined by the Club committee, at approximately twelve monthly intervals, but no more than fourteen months after the date of the previous AGM. At each AGM the following business shall be conducted:

- i. Receive and confirm the minutes of the previous AGM.
- ii. Presentation of the Club's financial accounts for the year.

- iii. Presentation of the Club's projected financial situation for the forthcoming year, and the setting of all fees.
- iv. Presentation of Chairperson's report.
- v. Election of officers to the Club committee.
- vi. Any other business brought before the meeting which has been submitted in writing to the Club secretary no less than seven days prior to the AGM, and any other business deemed relevant by the chairperson.

Notice for an AGM shall be a minimum of 21 days. A quorum for an AGM shall be 10 Club members.

b) Extraordinary General Meeting (EGM)

An EGM may be called upon the written demand of:

- i. 33% of the Club's membership.
- ii. The Chairperson.
- iii. 2/3 of the majority of the Club committee.

Notice for an EGM shall be of a minimum of fourteen days notice, and stating the business to be discussed.

8. Rules for General Meetings

- a) A minimum of twenty one days notice in writing shall be given to all members, except in the event of an EGM where the notice shall be a minimum of fourteen days.
- b) The Chairperson, or in his/her absence a member selected by the meeting, will take the Chair.
- c) All members shall register with the Secretary prior to the start of the meeting.
- d) Each member shall have one vote.
- e) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- f) The quorum shall be one quarter of those eligible to vote, or ten such members, whichever is the smaller.
- g) The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.

9. Election of Officers to the Club Committee

- a) The members of the Club committee shall be drawn from the membership, as defined in clause 5 of this constitution.
- b) Candidates shall be elected by show of hands for those present and by paper ballot for proxy votes at the AGM, and shall be members of the Club committee from conclusion of that AGM until the conclusion of the following AGM.
- c) All nominations of candidates for election shall: have the consent of the nominee; be in writing; be seconded; be received by the Secretary no less than fourteen days before the AGM.
- d) Uncontested posts may be filled by nomination(s) and election at the AGM; failing that, by appointment of a willing volunteer by the committee.
- e) A list of all nominations will be made available to members no less than seven days prior to the AGM. A note on the Club website is deemed as sufficient.

10. Members of the Club Committee

- a) The Club Committee shall consist of the following officers, with role descriptions published:
 - i. Chairperson.
 - ii. Secretary.
 - iii. Treasurer.
 - iv. Club Captain.
 - v. Junior Representative/Welfare Officer x 2
 - vi. Ordinary Member(s) – no more than four.
- b) All of the above shall be entitled to one vote each at the General Meetings, except the Chair.
- c) The positions of Chairperson, Secretary and Treasurer shall not be permitted to hold any other post on the committee.

11. Rules for the Club Committee

- a) The Chairperson shall chair the meeting, or in his/her absence one of either the Secretary or a nominee from the committee in the event of those mentioned being absent.
- b) Fourteen days notice of any meeting of the Club committee shall be given by the Secretary, except when:

- i. The date of the meeting had been agreed at the previous Club meeting, in which case seven days notice shall be given.
- ii. In an emergency the Chairperson may call a meeting at four days notice.
- c) All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
- d) Meetings shall be open to all members of the Club.

12. Finance

- a) The income and property of the Club, however derived, shall be applied solely towards the objectives of the Club as set out in Rule 2 (Objectives) of this constitution.
- b) The Club shall have the power to raise money by means of yearly affiliation fees and guest fees, as determined by the Club Committee at the Annual General Meeting.
- c) All monies shall be lodged in a bank account in the name of the Club.
- d) The Chairperson, Treasurer and Secretary shall be authorised signatories to sign cheques on behalf of the Club, of which two signatories shall be needed.
- e) The financial year of the club shall run from 1 January to 31 December.

13. Amendments to the Constitution

This Constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

14. Dissolution of the Club

- a) Any resolution to dissolve the club may be passed at any General Meeting provided that:
 - i. The terms of the proposed resolution are received by the Secretary at least forty two days before the meeting at which the resolution is to be brought forward, and that
 - ii. At least twenty eight days of the proposed resolution shall be given in writing by the Secretary to all members, and that
 - iii. Such a resolution shall receive the assent of two thirds of those present and entitled to vote.

- b) Upon dissolution of the Club, after all Club liabilities have been cleared, all remaining financial and material assets shall be given or transferred to the Local/Area Governing Body, as determined by the meeting, to be employed for the development of the sport.

15. Declaration

It is hereby certified that this document represents a true and most up-to-date version of the Constitution of Reading Fencing Club.

SIGNATURES:

Alain Barbasiewicz
Chairman

Steven Bateman
Secretary