

1. NAME The Club shall be known as ‘THE FORTY-PLUS CYCLING CLUB’ and membership shall be open to cyclists of 40 years of age and over. Cyclists who are over 18 and under 40 years of age may join as associate members. Associate members may not: vote at the AGM; serve as an official of the club or section secretary; nor, except in an emergency, act as an appointed club ride leader.

2. OBJECTS To promote fixtures of a social character in areas where there may be sufficient support and to provide for the interests of members in such other ways as may be decided upon.

3. SECTIONS

3a) The Club shall be divided into autonomous Sections each with its elected Secretary.

3b) Any club run will be organised and led by the Section Secretary or an appointed leader. The Secretary (or appointed leader) must ensure that Members attending club runs are familiar with the following guidelines.

**GUIDELINES ON CLUB RIDING**

(i) *All Members should:*

- a) *obey the Highway Code*
- b) *ensure that their cycle is roadworthy*
- c) *behave with consideration for other road-users*
- d) *ride in single file when requested to do so, or when appropriate*
- e) *only pass the leader under exceptional circumstances and on his/her authority, then stop and wait at a safe point*

(ii) *The pace of the club run should suit the slowest rider*

(iii) *Where possible large groups should be divided into smaller groups, each with its own appointed leader and backmarker, with not less than five minutes riding time between them*

4. MANAGEMENT The affairs of the Club shall be managed by a Committee (the FULL COMMITTEE) and an EXECUTIVE COMMITTEE, both appointed at the Annual General Meeting. The Executive Committee shall be answerable to the Full Committee.

5. OFFICIALS

5a) The following officials shall be elected at the AGM to serve until the close of the AGM the following year: -

**PRESIDENT**

**CHAIRMAN (who may not serve as Chairman for more than 5 years in total, whether continuous or broken service)**

**GENERAL SECRETARY**

**MAGAZINE EDITOR**

**TREASURER**

**MAGAZINE CO-ORDINATOR**

**MEMBERSHIP SECRETARY**

**LIBRARIAN**

**RUNS LIST SECRETARY**

**ARCHIVIST**

**WEBSITE SECRETARY**

**THREE ADDITIONAL COMMITTEE MEMBERS** (without portfolio who shall reflect the widespread membership)  
**AUDITOR** (who shall not be eligible to serve on any Committee)

5b) **SECTION SECRETARIES.** Each Section shall name its own secretary for ratification at the AGM.

6. COMMITTEES CONSTITUTION & FUNCTION, REGULATIONS & POWERS, SPECIAL PROVISIONS

**CONSTITUTION & FUNCTION**

6a) FULL COMMITTEE shall consist of **all officials** excepting the Auditor. Its function shall be the overall management of the Club’s affairs.

6b) EXECUTIVE COMMITTEE shall consist of **PRESIDENT, CHAIRMAN, GENERAL SECRETARY, TREASURER, MEMBERSHIP SECRETARY, MAGAZINE EDITOR, WEBSITE SECRETARY AND THREE ADDITIONAL COMMITTEE MEMBERS** without portfolio. Its function shall be to manage the administrative affairs of the Club.

6c) VACANT COMMITTEE POSTS Either Committee may appoint an Acting Officer to serve on that committee until the next AGM. A Committee Member holding more than one post will be entitled to only one vote.

6d) Meetings of the Executive and/or Full Committee may be attended by members who are not part of that committee by prior agreement with a committee member, who will notify the Chairman before the start of the meeting. Such member will only be an observer unless invited to take part in the meeting but will have no vote.

**REGULATIONS & POWERS FULL COMMITTEE**

6e) The Full Committee shall meet as required but shall be obliged to meet at least once annually, prior to the AGM. All Officials shall receive 14 days notice of Meetings, a Meeting Agenda, and the minutes of the meeting.

6f) The venue shall be at the discretion of the General Secretary in consultation with the Chairman having due regard to the constitution of the Committee.

6g) Ten members shall form a quorum

6h) The Full Committee shall set the level of membership subscriptions effective from 1st January each year, following receipt of the audited accounts for the previous financial year.

6i) The Full Committee shall be empowered to ratify any new Section or alteration, amalgamation or division of Sections if so requested by a majority of the members involved.

6j) The Full Committee shall be empowered to suspend any member for action deemed prejudicial to the best interest of the Club and having given due regard to any representation, in writing or in person, that such member may wish to make shall decide on the expulsion or otherwise of the member within one month of the suspension taking effect.

[Continuation]

## REGULATIONS & POWERS EXECUTIVE COMMITTEE

6k) The Executive Committee shall meet quarterly or as circumstances dictate. All Officials shall receive 14 days notice of Meetings, a Meeting Agenda, and the minutes of the meeting.

6l) Five members shall form a quorum.

### SPECIAL PROVISIONS

6m) Any Official may request the General Secretary to call a Full Committee Meeting. Such request, in writing, must be received by the General Secretary 28 days before the proposed date of the Meeting and must give reason/s for the request. All Officials shall receive 14 days notice of the Meeting, a Meeting Agenda, which will be restricted to matters appertaining to the original request, and the minutes of the Meeting.

#### 6n) Officials' Expenses

i) Expenses shall be paid to elected Officials if such expenses are incurred on the Club's official business.

ii) Each year Section Secretaries may claim an appropriate lump sum to cover the costs incurred in the day to day running of the Section.

iii) The conditions applying and amounts payable under i) and ii) shall be reviewed by the Full Committee at the meeting immediately preceding the AGM. Any recommendation resulting from such a review shall appear as a proposal on the AGM agenda for approval and/or amendment.

## 7. SUBSCRIPTIONS

7a) There shall be two categories of subscription, single and joint (applicable to members of the same household).

7b) The membership year runs from 1st January until 31st December of that year. Members who do not pay a due subscription by 31st January may be deemed by the Executive Committee to have resigned.

7c) A member reaching the age of 80 and having at least 15 years continuous membership will be granted honorary membership and no further subscriptions will be payable. A presentation shall be made of a certificate or illuminated address limited to an upper cost of one years single subscription. Where such qualifying member is part of a joint subscription then honorary membership will be granted to both members, subject to each having 15 years continuous membership. However the certificate shall be awarded individually when both criteria have been met.

7d) A new member joining the Club after 30th September shall pay the current subscription for one year to cover the remainder of that year and the whole of the following year up to 31st December.

7e) Members may pay their subscriptions either directly to the Membership Secretary or to their Section Secretary for forwarding to the Membership Secretary.

## 8. FUNDS AND ACCOUNTS

8a) The subscriptions shall be received by the Membership Secretary and the Club Funds be held by the

Treasurer, to be administered by that Officer under the direction of the Executive Committee.

8b) Expenditure in excess of £250 shall be subject to prior approval by the Executive Committee.

8c) Withdrawals from Building Society Accounts, or from any similar account, shall require four Trustees: General Secretary, Treasurer and two other Executive Committee Members, of whom two signatures shall be necessary for withdrawals from said account/s.

8d) The Treasurer shall prepare the Club Accounts as at 31 March each year, which shall be audited and published with the Agenda for the AGM.

## 9. ANNUAL GENERAL MEETING

9a) The AGM shall be held in London as soon as possible after 30th September to receive reports from officers of the Full Committee and to consider motions put forward by the Full Committee or members. Motions for consideration must be presented to the General Secretary by the preceding 1st September.

9b) A copy of the Notice and Agenda for the AGM shall be sent to members in the proportion of one for each single subscription category and one for each joint subscription category, at least 14 days before the date of the Meeting.

9c) Twelve members shall constitute a quorum.

9d) All resolutions adopted at the AGM will be effective from that time forward but not retrospectively.

## 10. MISCELLANEOUS PROVISIONS

10a) Members may be accompanied on Club Fixtures by members of their own family under eighteen years of age.

10b) Invitees may accompany members on Club Runs but must first be identified to the Secretary/Leader

10c) After attending for three occasions any invitee who wishes to continue will be requested to apply for Club Membership.

11. CLUB MAGAZINE The Club shall publish a magazine (currently called 'Signpost'), as far as practicable, on a quarterly basis. Its purpose shall be to promote discourse between members and to provide a vehicle for the communication of the Club's official business to members.

12. RUNS LISTS The Club shall publish a list of forthcoming club runs, as arranged by Section Secretaries, and of other forthcoming Club functions. This to be, as far as practicable, on a quarterly basis and to be distributed as per the Club Magazine.

## 13. CLUB RULES ALTERATIONS AND ADDITIONS

13a) Alterations and/or additions to Club Rules may only be made at an Annual General Meeting or at a Special General Meeting.

13b) Special General Meetings shall be called by the General Secretary on receipt of a request signed by at least 24 members. Members shall have 14 days' notice of a Special General Meeting and be informed of the purpose of the meeting.

13c) The Full Committee shall decide upon any case not provided for in the Rules.