

# **Constitution of Rhedwyr Eryri – Eryri Harriers**

## **1. Title**

- 1.1 The name of the Club is Rhedwyr Eryri – Eryri Harriers, hereafter referred to as ‘the Club’.
- 1.2 The headquarters of the Club is at the address of the Honorary Secretary.
- 1.3 The Club will operate a bilingual policy where practicable.
- 1.4 The Club’s running strip is green with a red band across the chest containing the title ‘Eryri’.
- 1.5 The Club formally adopted its constitution on 28<sup>th</sup> November 1977. This revised constitution was adopted at the Club’s Annual General Meeting on 13<sup>th</sup> November 2024.
- 1.6 This constitution can only be amended at an Annual or Extraordinary General Meeting.

## **2. Affiliation**

- 2.1 The Club will be affiliated to Welsh Athletics and will abide by the rules and constitution of this Association except where agreed by the Club’s membership at an Annual General Meeting.

## **3. Objective of the Club**

- 3.1 The objective of the club is to promote all aspects of fell, road, cross country running, trail and ultra running

## **4. Management**

- 4.1 The management of the Club shall be vested in a Committee consisting of the following officers who will be elected at the Annual General Meeting from amongst the Club’s membership.

- Chair
- Honorary Secretary
- Treasurer
- Section secretaries
  - Mountain running
  - Road running
  - Cross country

Further officers as deemed necessary by the Committee from the following:

- Vice-Chair
- Press/publicity Officer
- Website Manager
- Membership Secretary
- Archivist
- Social Events Secretary
- Junior Representative

- Equipment Officer
  - Male and Female Welfare Officers
- 4.2 Quorum for committee meetings will be one third of committee membership or minimum of 4.
  - 4.3 There may be elected a President and such number of Vice-Presidents as so decided and upon such terms as decided by the Annual General Meeting. The President and Vice-Presidents do not hold voting rights at the committee meeting.
  - 4.4 There may be elected Honourary Club Members, so elected by the committee in recognition of their service or contribution to the club. Honourary members do not hold voting rights at a committee meeting.
  - 4.5 The committee will normally meet approximately every six weeks, at the discretion of the committee.
  - 4.6 Any paid up Club member(s) may attend Committee meetings, by prior arrangement with the Secretary and may speak, but only officers of the club and General Committee Members may vote.
  - 4.7 The Committee is responsible for the general conduct of the Club's business and activities.
  - 4.8 Should a vacancy occur on the committee during the year, the committee has the power to co-opt a replacement until the next Annual General Meeting.
  - 4.9 Committee members will be elected at the annual General Meeting for a period of one year.

## **5.0 Membership**

- 5.1 Members must be prepared to accept and support the aims and objectives of the Club and agree to abide by the decisions of the club committee. A candidate for membership must apply online.
- 5.2 The committee, on behalf of the Club, shall be entitled to refuse applications with just cause. The applicant may appeal to an Extraordinary General Meeting whose decision may be final.
- 5.3 A member wishing to resign from the Club shall give notice to the Honorary Secretary. Should that member wish to join another athletics club, the person must follow the rules stipulated by Welsh Athletics and the Committee will consider the request according to these rules.

## **6.0 Subscription**

- 6.1 The annual subscription will be set at the Annual general Meeting and will be for a period of twelve months from 1<sup>st</sup> April to 31<sup>st</sup> March.
- 6.2 The Annual General Meeting will decide the categories of membership eg junior, senior, unwaged etc.
- 6.3 New members joining the Club after 1<sup>st</sup> January will have membership until 31<sup>st</sup> March the following year.
- 6.4 Any member not paying their annual subscription by 31<sup>st</sup> May will cease to be a member of the club. A reminder will be sent by email.

## **7.0 Annual General Meeting**

- 7.1 The Annual General Meeting will be held every November to:
- Receive reports from the committee's officers namely chair, treasurer and section secretaries.
  - Elect officers and committee members.
  - Deal with any other matter offered by members. These items must be presented in writing to the Hon. Secretary 14 days prior to the meeting.
- 7.2 The Honorary Secretary must inform all members at least a month before the annual general meeting of the time and place of a meeting.
- 7.3 The quorum for an Annual General Meeting must be at least 10% of the current membership or 20 members, whichever is the smaller.

## **8.0 Extraordinary General Meeting**

- 8.1 An Extraordinary General Meeting must be called by the Honorary Secretary within 14 days of the receipt of a request in writing, signed by at least 10 members or the Chair of the Club stating the Business to be brought before such a meeting. The meetings must be held within 21 days of such a request.
- 8.2 An Extraordinary General Meeting may be called by a member who has been expelled (para 10.)
- 8.3 The Honorary secretary must inform all members at least 7 days before the meeting of the time and place of an Extraordinary General Meeting and the business to be dealt with; no other business shall be dealt with at such a meeting.
- 8.4 The quorum for an Extraordinary General Meeting is at least 10% of the current membership or a minimum of 20 members.

## **9.0 Alterations to the Constitution**

- 9.1 No alterations or additions may be made to the Constitution except at an Annual General Meeting or an Extraordinary General Meeting. Notice of any changes must be given as in paragraph 7.0 or 8.0.

## **10.0 Expulsion**

- 10.1 The committee may expel any member from the Club who they may deem guilty of conduct detrimental to the interests of the Club or athletics generally.
- 10.2 Any such member may appeal to an Extraordinary General Meeting within 7 days of receiving notice of expulsion (para 8.2). A majority of those voting at such a meeting is necessary to ensure reinstatement.

## **11.0 Power of committee**

- 11.1 The Committee shall decide any question as to the interpretation of this constitution and deal with any matter not specifically contained within it.

## **12.0 Duties of Committee Officers**

### **12.1 Chair**

The Chair will preside at the Annual General Meeting, Extraordinary General Meetings and Committee Meetings and will be responsible for guiding the

activities of the Club in accordance with general policy as decided by the Annual General Meeting or Extraordinary General Meeting. The Chair shall represent the Club at meetings of other organisations or appoint a representative. This volunteer shall be an ex officio member at General and Committee meetings but will hold the casting vote when necessary.

#### **12.2 Vice-Chair**

The Vice-Chair will preside along-side the Chair at the Annual General Meeting, Extraordinary General Meetings and committee meetings. If the chair cannot attend, the Vice-Chair will take their place and can hold the casting vote when necessary.

#### **12.3 Honorary Secretary**

The Honorary Secretary will be responsible for the organisation of General and Committee Meetings, the recording and distribution of minutes relating to such meetings and dealing with all correspondence relating to the general business of the Club. The Hon Secretary shall also be responsible for transmitting to the Section Secretaries all correspondence relating to the particular activities of that section.

#### **12.4 Honorary Treasurer**

The Honorary Treasurer will be responsible for the collection of all monies and shall keep such accounts as required. This individual shall be responsible for monitoring the budgets of each of the Club's sections and has the power to examine the books of each section after giving one week's notice. The Treasurer shall produce the Club's accounts annually and report to the Annual General Meeting. Whilst also ensuring that the Clubs accounts are audited annually by a competent person who is not directly involved with the Club's activities.

#### **12.5 Section Secretaries**

The Section Secretaries will report to the Honorary Treasurer as required. These volunteers will report to the Annual General Meeting of the Club. Section Secretaries will administrate the Club Championship for their section and notify the committee of the winners in all categories in time for the annual awards ceremony. They will be responsible for coordinating the activities of that section throughout the year and informing the Press/Publicity Officer of any newsworthy items suitable for publication.

#### **12.6 Press/Publicity Officer**

The Press Officer will be responsible for ensuring publication of any newsworthy item (such as Eryri Harrier appearances at races) or any other item of news the individual feels is of merit on the Club's social media platforms. This person will be responsible for promoting the Club.

#### **12.7 Membership Secretary**

The Membership Secretary will be responsible for collecting all membership fees, passing all monies collected to the Honorary Treasurer and updating the online club membership record. The Membership Secretary is also responsible for ensuring members have paid their Club fees.

The Membership Secretary will also collect Welsh Athletics affiliation fees and will be responsible for passing the monies collected and relevant forms to Welsh Athletics.

**12.8 Archivist**

The archivist will be responsible for collecting information on the history of the Club.

**12.9 Social Events Secretary**

The Social Events Secretary will be responsible for organising the Club's annual awards presentation, the annual Christmas fun run, and any other social events agreed by the Committee.

**12.10 Junior Representative**

The Junior Representative shall be responsible for promoting the Junior Section of the Club. This role includes the coaching and development of the Club's Junior Members.

**12.11 Welfare Officers**

The Club will have a male and a female Welfare Officer and they shall be responsible for ensuring the wellbeing and safeguarding of club members. They will have completed the relevant training and criminal record checks as required by Welsh Athletics.

**12.12 Equipment Officer**

The Equipment Officer shall be responsible for the safe keeping of Club equipment. The volunteer shall ensure that the equipment is kept in a suitable environment so that it does not deteriorate and will also reorder equipment as and when required.

**13.0 Club Championships**

13.1 The Committee will agree and publicise on the club website and on social media in advance the form of any Club Championship. In the case of disagreements, the Committee's decision will be final.

13.2 Any Club Championship is only open to fully paid up Club members.

**14.0 Charitable donations**

14.1 The Committee may consider a donation to a charity subject to the Club having a surplus of funds for the year. Any proposals from the membership are to be submitted to the Secretary in writing at least 14 days prior to the Annual General Meeting.

**15.0 Dissolution of Club**

15.1 The club can only be dissolved by the vote of an Annual or Extraordinary General Meeting. The membership present at that meeting will decide what to do with any Club assets that may be held at that time.

## **16.0 Club Races**

- 16.1 Races which are to be considered Eryri Harriers Events must be proposed to the committee and meet the Club Race Policy of 25.06.2024 (see attached).

## Rhedwyr Eryri Harriers Club Race Policy 25.06.2024

The club is proud to officially support races organised by Eryri members including fell, road and cross country. The club recognises that different races have different objectives: ranging from mass participation events to smaller community races, but all club races are run on a non-commercial basis. The club is hugely grateful for the enormous amount of volunteer time that Race Organisers put an into making these events happen.

- 1) The principal organiser must be a member of Eryri Harriers
- 2) The race must be approved as an Eryri Harriers race in advance by the committee which includes:
  - a. The organiser must share a list of the budgeted expenditures and expected revenues from the event with the club treasurer.
  - b. The organiser must agree to give all profits after expenses to the club. Expenses include donations to local organisations, landowners and charities which play an important part in ensuring the acceptance and support for the race in the local community. Any additional donations to e.g. charities not directly related to the race organisation should be approved by the Eryri Harriers committee in advance.
  - c. ittee in advance.
  - d. The race organiser must conduct a risk assessment
- 3) The race organiser is to obtain a race permit and insurance via either WFRA or Welsh Athletics, and complete any associated paperwork in a timely manner.
- 4) After the event, the race organiser must share a list of actual income and expenditure with the club treasurer.
- 5) Race organisers may take advantage of the following in return:
  - a. Use of club equipment
  - b. Advertisement under the name of Eryri Harriers via email and social media.
  - c. Financial backing from the club if required (for example if the race has to be cancelled after costs have been accrued).
  - d. Use of the club welfare and health and safety policies.
  - e. Inclusion in the list of club races for which points will be awarded for volunteering, as part of the club service award.

### Confirmed Eryri Harriers Club races

- 1) Caernarfon 10K
- 2) Pedol Peris
- 3) Foel Fras
- 4) Tal Y Fan
- 5) Race the train
- 6) Holyhead/ Ras mynydd tŵr
- 7) Eryri Christmas fun run
- 8) Fron 4
- 9) Welsh 1000s
- 10) Elidir Fawr
- 11) Moel Wnion
- 12) Gladstone 9

### Junior races

- 1) Allt Wen
- 2) Moel Wnion juniors
- 3) Moel Eilio juniors
- 4) Rasys Cedris
- 5) Mynydd Tŵr juniors
- 6) All junior races in the Caernarfon Tyres midweek series.