

Hutton Cranswick Sports and Recreation Association

Constitution

Adopted AGM in 1988
First Amendment at AGM 1991
Second AGM in 1994
Third AGM in 1995
Fourth AGM 2003
Fifth AGM 2004
Sixth AGM 2009
Seventh AGM 211
Eighth AGM 2009
Ninth AGM 2018
Tenth AGM 2021
Eleventh 2024

1. Name

The Association shall be called the Hutton Cranswick Sports and Recreation Association ("SRA").

2. Objectives

In the interest of social welfare, for the purpose of relaxation and with the object of improving the conditions of life for the inhabitants of Hutton Cranswick and the neighbourhood (hereinafter called "the area of benefit"), the objectives of the Association shall be to

- I. provide facilities for recreation and leisure-time occupation
- II. organise community and charitable events
- III. provide facilities for other charities to organise charitable events

The beneficiaries are the inhabitants of the Parish of Hutton Cranswick, affiliated sporting and recreational groups, local charities and those attending events organised, or supported by the SRA.

3. Committee

The club shall be managed by an Executive Committee of members (hereinafter called the "Committee" which shall be elected at the Annual General Meeting each year, and subject to the termination of office by resignation or otherwise, shall remain in office until their successors are elected at the next Annual General Meeting . The Committee shall have power to co-opt additional members who shall be members of the committee provided that the number of co-opted members does not exceed one third of the number of elected and ex-officio members. All members of the Committee shall retire annually but shall be eligible to be appointed or co-opted again. The Committee shall have the power to appoint such sub-committees as it may from time to time decide and may determine their powers and terms of reference. At least one member of any sub-committee must be a Trustee and any decisions made will need to be ratified by the Committee. The sub-committees shall provide a written or verbal report to the Committee at each Committee meeting.

The Hutton Cranswick Parish Council shall nominate a minimum of one and a maximum of two representatives to attend and report back on committee meetings. Such representatives shall have the right to speak, vote and raise items for discussion at Committee meetings.

The Committee shall determine which Sporting and Social groups who regularly use the SRA shall have the right to nominate one representative each to attend and report back on committee meetings. These representatives shall have the right to speak, vote and raise items for discussion at Committee meetings. If unable to attend a Committee Meeting, the representatives shall submit a written report in advance.

4. Associates of the SRA

Any resident in the area of benefice aged 16 or over may become an Associate of the SRA on payment of an annual or lifetime fee. The level of these fees is determined by the Committee and must be reviewed at least annually. The Committee may co-opt anyone living outside the area of benefice to be an Associate and may waive the fee for any Associate.

Associates of the SRA have the right to vote at Annual General Meetings and Special General Meetings. Associates may submit a proposal for consideration by the Committee and the Chair will decide if such proposal is to be included in the agenda for the next Committee Meeting.

Any proposal signed by now fewer than 20 Associates must be included in the agenda for the Annual General Meeting or Special General Meeting.

5. Alteration of Constitution

The committee shall have the power to alter the rules, but no such alteration shall take effect until the same has been confirmed at the Annual General Meeting or a Special General Meeting convened for the purpose and is subject to the conditions set out in the operational policy.

6. Bye Laws

The Committee shall have the power to make Bye-laws for regulating the conduct and affairs of the club provided the same are not inconsistent with these rules. Such Bye-laws shall be posted in some conspicuous part of the club premises and shall be binding on all beneficiaries.

7. Annual General Meeting

A General Meeting of the club shall be held in every year not later than 30th September to transact the following business:

- (a) To receive, and if approved, to adopt a statement of the Club's Accounts to the end of the preceding year.
- (b) To consider and, if approved, sanction any duly made alteration to the constitution.
- (c) To appoint the Officers and other members of the Committee.
- (d) To appoint an auditor or auditors
- (e) To deal with any special matter which the Committee desire to raise.

8. Special General Meeting

A Special General Meeting may be convened at any time by the Committee or a majority of the Trustees and shall be convened within 21 days from the receipt of a requisition in writing signed by no fewer than two thirds of the Committee or a simple majority of the Trustees or no fewer than 20 Associates of the SRA to consider and, if approved,

- a) sanction any duly made alteration to the constitution.
- b) deal with any special matter which the Committee may desire to place before the beneficiaries and Associates
- c) receive the resignation of the Committee or to remove any member or members thereof from the office and to fill any vacancy or vacancies caused thereby
- d) deal with any special matter which at least 20 Associates may desire to place before the association

Notice convening a Special General Meeting shall be given as hereinafter provided and shall specify the matters to be dealt with.

9. Officers

The Annual General Meeting shall elect officers of the club (including the Chair, Treasurer and Secretary), all of whom shall require a proposer and seconder prior to the election procedure.

10. Chair at Meetings

The Chair of the Association shall preside at committee meetings and at General Meetings. If the Chair is unable to attend, a Vice-Chair shall be elected to preside at the meeting. The Chair or Vice-Chair shall have the casting vote in the event of equality of votes.

11. Quorum

At committee meetings five shall form a quorum, at least one of whom must be either Chair, Secretary or Treasurer. At general meetings requested by the Associates, a quorum shall be fifty per cent of those who requested a meeting and five committee members, at least one of whom must be either Chair, Secretary or Treasurer.

12. Voting

Every matter shall be determined by the majority of the members present and voting on the question.

13. Notice of Meetings.

Public notice of every Annual General Meeting and Special General Meeting shall be given in the area of benefit at least 14 days before the date thereof by affixing a notice to some

conspicuous part of the club premises or other conspicuous place in the area of benefit and by such other means as the convenors of the meeting think fit. Such notice will specify the matters to be dealt with.

14. Finance

- (a) All monies raised by or on behalf of the club shall be used to further the objectives of the club and no other purpose.
- (b) The Treasure shall keep proper accounts of the finances of the club.
- (c) The accounts shall be examined at least once a year by a qualified person or persons who shall be appointed at the Annual General Meeting. The former to comply with the Charities Act, 1993
- (d) A statement of accounts for the last financial year shall be submitted by the committee to the Annual General Meeting.

15. Dissolution

If the Committee by a simple majority decides at any time on the grounds of expense or otherwise that it is necessary or advisable to dissolve the club, it shall convene a meeting of the Trustees and bring a resolution to dissolve the Association to this meeting. If this resolution is passed by a simple majority, the Committee shall call a Special General Meeting of all Committee members, Trustees, Parish Council Representatives and Associates, of which meeting notice will be given as provided in clause 15 hereof and shall also be advertised in a newspaper circulating in the area of benefit and also in writing to the Charity Commissioners for England and Wales. If such decision be confirmed by a majority of the Committee and the Trustees and more than 50% of Associates present and voting at such meeting the Trustees shall have power to dispose of any assets held by or in the name of the club. Any assets remaining after the satisfaction of any proper debts and liabilities shall be applied towards charitable purposes for the benefit of the inhabitants of the area of benefit as the Committee may decide. The disposal of such charitable assets by the Trustees shall be approved by the Parish Council and the Charity Commissioners for England and Wales.

16. Appointment of Trustees

The Chair, Secretary and Treasurer shall *ex officio* be Trustees of the Association during their period of office. A minimum of one and maximum of three other Trustees, who do not need to members of the Committee, shall be appointed by the Committee as Trustees and they shall respectively hold office for 5 years or resignation unless removed from office by the resolution of the Committee.

The property of the club (other than cash which will be under the control of the treasurer) shall be vested in the Trustees, who shall deal with the property of the club as directed by resolution of the Committee of which an entry in the minutes shall be conclusive evidence and they shall be indemnified against risk and expense out of the club property.

Where, by reason of death, incapacity, or resignation or removal from office, it is necessary that a new trustee or trustees be appointed, the Committee shall nominate the person or persons appointed as Trustee or Trustees.

All Trustees shall be listed as Trustees of the Association at the Charity Commission. For the purpose of giving effect of such nomination, the Secretary of the Association is nominated as the person to appoint trustees of the Association within the meaning of the Trustee Act, 1925, Section 36 and s/he shall by deed appoint person or persons so nominated by the Committee.

The Secretary shall communicate to all Trustees any relevant documentation and updates thereto produced by the Charity Commission concerning the roles and responsibilities of charity trustees.

17. Borrowing Powers

If at any time the association in its committee (the Committee) shall pass a resolution authorising the Committee to borrow money, the Committee shall be empowered to borrow for the purpose of the Association such amount of money either at one time, or from time to time at such rate of interest and in such form or manner and upon such security as shall be specified in such resolution, and the trustees shall at the direction of the Committee make all such dispositions in the Association or any part of the Associations property, or otherwise, as the Committee may deem proper by giving security of such loans and interest. All members of the Association, whether voting on such resolutions or not and all persons becoming members of the Association after the passing of the resolution, shall be deemed to have assented to the resolution as if they had voted in favour of it.

18. Alterations to the Constitution

Any proposal to alter this constitution must be delivered in writing to the Secretary of the club, not less than 28 days before the date of the meeting at which it is to be considered.

An alteration shall require the approval of both:

- (a) A simple majority of the members of the Committee present and voting at a meeting of the Committee;
- (b) A two thirds majority of those eligible to vote, present and voting at a Special General Meeting. Notice of each such meeting must have been given in accordance with normal procedure but not less than fourteen days prior to the meeting in question and giving the wording of the proposed alteration. No alteration to the constitution shall be made which would affect the charitable status of the club.

19. Compliance with the Licensing Act

The Chair shall comply with the requirements of the Licensing Act 2003 and any subsequent amendments or replacements to this Act.

A member of the Committee shall supervise all alcoholic sales.

Ian R Sanderson TREASURER

Alma Bone Chair

Barbara Secretary