

Rules of Welwyn Wheelers Cycling Club

Section A: General

- A1 The club shall be called the Welwyn Wheelers.
- A2 The purposes of the Club are to provide facilities for and promote participation in the amateur sport of cycling in Welwyn Garden City and the surrounding area.
- A3 The Management of the club shall be by an Executive Committee elected annually at the Annual General Meeting.
- A4 The Committee shall have the power to co-opt onto the Committee as and when necessary.
- A5 The Committee shall be made up as follows -
- | | |
|----------------------|------------------------|
| Chairman | Coaching Co-ordinator |
| General Secretary | Communications Officer |
| Treasurer | Fundraising Officer |
| Membership Secretary | Webmaster |
| Minutes Secretary | Welfare Officer |
- Ordinary Committee members to bring the total number to no more than 12.
- A6 Only first claim members of Welwyn Wheelers shall be eligible to serve on the Committee except as may arise under Rule A4.
- A7 Membership of the club shall be open to anyone interested in the sport on application, regardless of sex, age, disability, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. The club may refuse membership, or remove it, only for good cause, such as conduct or character likely to bring the Club or sport into disrepute under section H. Appeal against such a decision may be made to the Club's members.
- A8 The club colours shall be Emerald Green and White.
- A9 The Club subscription shall be determined annually by the retiring Committee and will be at a level that will not pose a significant obstacle to people participating.
- A10 The Financial Year shall commence on 1st January and end on 31st December.
- A11 Subscriptions shall be due on 1st January each year.
- A12 Members joining after 1st October shall be deemed to have membership until 31st December of the following year.
- A13 The club shall be affiliated to Gosling Sports Park.
- A14 The club and its members shall obey the rules of Gosling Sports Park.
- A15 Members wishing to resign from the club shall notify the General Secretary in writing and all club property shall be returned before their resignation is accepted.
- A16 Members who have not paid their membership fee by 1st March shall be removed from the list of members and shall be denied all benefits

- associated with the club. Members may not enter or ride events in the club's name between demand of the membership subscription and payment. Members who have not paid their annual subscription may not vote at any Annual, Special or Extraordinary General Meeting that may be called by Welwyn Wheelers after demand of the membership subscription.
- A17 The Committee shall meet at least six times per year to transact the business of the club. Five Committee Members shall be deemed to form a quorum.
- A18 The Annual General Meeting shall be held in January or February of each year. Each member shall be given at least 14 days notice in writing, or by electronic means of the date of the Annual General Meeting.
- A19 Items for the Annual General Meeting shall be submitted to the General Secretary, in writing, 7 days prior to the Annual General Meeting.
- A20 A special or extraordinary meeting may be called by the committee. Like meetings may be called by members, provided the request is supported in writing by ten or more members and that it is accompanied by a written agenda. The request will be addressed to the general secretary.
- A21 Life Membership may be granted to members for exceptional service to the club and shall be approved by a majority of members at the Annual General Meeting.
- A22 Amendments and additions to club rules shall be placed before members at an Annual General Meeting or any special or extraordinary meeting called in accordance with rule A20. Their adoption or otherwise will be by a simple majority.
- A23 Any matters not covered by these Rules shall be dealt with by the Committee whose decision shall be binding.
- A24 The Club's Affiliations shall be determined annually at the Annual General Meeting.
- A25 The Annual General Meeting shall appoint a Club President and whatever non-Executive officials as may be deemed necessary. The Club President shall be elected to serve a term of three years.
- A26 Honorary Membership may be granted by the Committee in 'special circumstances'. This membership will automatically expire at the following Annual General Meeting.
- A27 It is mandatory for members who participate in club cycling activities to have third party insurance cover.
- A28 Social and Second claim membership may be granted at the discretion of the Committee.

Section B: Financial

- B1 The Treasurer shall be responsible for the Club Accounts and Funds.
- B2 The Treasurer shall present a statement at each Committee meeting of the current position of the Club accounts.
- B3 The Treasurer shall be responsible for ensuring that a reserve fund equivalent to at least one year of the training track hire fees is kept at all times.

- B4 The Club Banker shall be Barclays Bank.
- B5 At the end of each financial year the Treasurer shall draw up a Balance Sheet of the Club accounts for that year. The Balance sheet shall be presented at the Annual General Meeting and shall be verified by an Accountant.
- B6 The Club shall appoint an Accountant as required under Rule B4.
- B7 The property and funds of the Club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the Rules and all surplus income or profits are reinvested in the club.
- B8 The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away-match expenses, post match refreshments and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.
- B9 The Club may also in connection with cycling:
- i) sell and supply food, drink and related sports clothing and equipment;
 - ii) employ members (though not for competing) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present;
 - iii) indemnify the Committee and members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
 - iv) The Committee will have due regard to the law on disability discrimination and child protection.

Section C: General Racing

- C1 Members may not enter or ride events in the club's name between demand of the membership subscription and payment.
- C2 The Club Trophies shall be presented at the Annual Prize Presentation to the first claim members who have qualified for these under the Rules below. All Club Trophies shall be returned to the General Secretary at least one month prior to the annual Prize Presentation or by 31st October whichever is the earlier.
- C3 Performances up to and including 31st October shall be eligible for Club Trophies except under Rule D4 of Time Trials and Rule F1 of Track Racing.
- C4 A Trophy shall be awarded notwithstanding that the rider may have resigned membership during the qualifying period, provided that the necessary performances were achieved whilst still a member.
- C5 The Lady of the Year shall be the lady who, in the opinion of the Committee, had the best racing results of the year.
- C6 Members claiming to have won a club time trial or road race trophy must notify the General Secretary of their qualifying time or performances, specifying the event, date, course and their time(s) or places(s) as appropriate. Notification must be in writing and must be received by the General Secretary no later than 31st October in order to be considered.

Section D: Time Trials

- D1 All Time Trials promoted by the Club shall be run under the Rules and Regulations of Cycling Time Trials.
- D2 The Senior Best All Rounder and Veteran Best All Rounder shall be determined as the mean of the average speeds for competition over 25, 50 and 100 miles.
- D3 The Senior and Veteran Time Trial Trophies shall be determined as the mean of the average speeds of the best two 10 mile and best two 25 mile Time Trials.
- D4 The Junior Best All Rounder shall be determined as the mean of the average speeds of the best two 10 mile and best two 25 mile Time Trials.
- D5 Only performances under CTT Rules in Open, Association or Welwyn Wheelers Club events shall qualify for Club Trophies other than under rule D6 where the 25-mile Championship may be a club event promoted by another club.
- D6 The Club shall organise a Championship for 25 miles. These Championships may be incorporated into an Open, Association or Club event. The 25-mile Championship for the Eccles Cup shall also incorporate the Hatfield 25 mile Handicap Cup. If no handicap is offered by the event promoter the Handicap Cup shall be awarded on the best improvement on a rider's previous last three season 25 mile time.
- D7 The Club 50 mile and 100 mile Trophies shall be decided by the best time over that distance in an Open or Association event.
- D8 Club Time Trial Records shall be set for -
i) Juveniles and Juniors - 10 and 25 miles.
ii) Seniors, Vets (over 40) and super Vets (over 60) - 10, 25, 30, 50, 100 miles, 12 and 24 hours.
iii) Tandem riders - 25,30,50, and 100 miles.
- D9 Medals or certificates shall be awarded to members beating the existing record. All claims shall be made to the General Secretary and must be accompanied by the result sheet of the event in which the record is claimed. Tandem records must be faster than the existing solo record.
- D10 A novice is defined as a rider in his/her first year of racing as from 1st January of that year.

Section E: Road Racing

- E1 All Road Races promoted by the Club shall be run under the Rules and Regulations of British Cycling.
- E2 The Club Road Race Championships shall be awarded annually to the Veteran, Senior, Junior, Youth Boys and Youth Girls members with the lowest aggregate of points for the best FIVE places gained in events run under the rules and regulations of British Cycling or, in the case of overseas events by the UCI (one point for first place, two points for second place etc.). In the event of two or more members having the same

aggregate of points, the member with the highest individual placing shall be awarded the Championship. If this also results in a tie then the sixth best placing shall be used to decide the Championship (and so on until the Championship is decided).

Section F: Track Racing

- F1 All track events promoted by the Club shall be run under the Rules and Regulations of British Cycling.
- F2 The club shall establish certain records for standard distances on the hard track, for all age groups from Under 12 upwards and for both male and female riders. Riders beating these records shall be awarded with suitably engraved medals or certificates. The National distances as set by British Cycling or previously established club records shall form the basis for these records. Only performances under British Cycling rules in Open or Association events or in Welwyn Wheelers club events shall qualify for club records.
- F3 The Rules for the Club Track Championship shall be determined by the Club Committee.

Section G: Dissolution of the Club

- G1 If at any General Meeting a resolution for the dissolution of the club shall be passed by a majority of members present and shall be confirmed at an Extraordinary General Meeting, held not less than one month thereafter, by a resolution passed by a majority of two thirds of the membership, the Committee shall thereupon remain in office and be responsible for winding up the affairs of the club. The Committee must collect in all the assets of the club and must release such of the property of the club as will discharge all its liabilities. Any assets remaining after the satisfaction of all debts and liabilities shall not be paid to or distributed among the members of the club, but shall be given or transferred to one or more of the following approved sporting or charitable bodies:
 - i) A registered charitable organisation(s).
 - ii) Another Club which is a registered CASC.
 - iii) The sport's national governing body for use by them for related community sports.

Section H: Disciplinary Action

- H1 Complaint procedure – any member who wishes to register a complaint is required to send a letter/email detailing the details of the complaint to the Club Secretary and/or the Club Welfare Officer within one week of the date of the incident. Once this has been registered it will be brought before the Committee who will respond within two weeks of the receipt of the complaint.
- H2 If any member commits any act which in the opinion of the Club Committee could bring the Club into disrepute then the Club Committee

- may require that member to attend a disciplinary hearing by giving not less than 7 days' notice to the member.
- H3 The disciplinary panel will be made up of three members of the Club Committee or members of the coaching group co-opted by the Club Committee for this purpose who are unconnected with the incident or the member.
 - H4 Where the member is under the age of 18 he or she may ask for a parent or coach to be present at the hearing.
 - H5 The disciplinary panel has the power to suspend the member from riding in competitive events as a member of the Club and/or attending club training sessions for a specified period of time or, in the most serious cases, terminating Club membership.
 - H6 Any sanction imposed by the disciplinary panel may be in addition to any sanction imposed by the relevant governing body (e.g. CTT or British Cycling).
 - H7 If the member refuses to attend the disciplinary panel without good reason then the disciplinary panel may give its judgment in the absence of the member.
 - H8 The disciplinary panel may hear evidence from witnesses and will allow the member to produce witnesses. The nature of the evidence to be produced at the disciplinary hearing must be disclosed to the other party at least 2 days before the disciplinary hearing.

Section I: Priority

- I1 Where there is any conflict between any of the above Rules ("key Rules") and any other rule or rules the key Rule(s) will take priority. Interpretation of all the Rules must be consistent with the statutory requirements for CASCs (which means Community Amateur Sports Clubs as first provided for by the Finance Act 2002.)