

# Constitution for Ipswich Mountaineering Club

## 1. Name

- 1.1 The name of the Club shall be the "Ipswich Mountaineering Club", also known as the "IMC". Hereinafter referred to as "the Club".

## 2. Aims and Objectives of the Club

- To promote the interests of climbing, mountaineering and allied sports amongst members of the Club.
- To provide an opportunity for members of the Club to meet and participate in climbing, mountaineering and allied sports activities together.
- To act on behalf of and in the interests of Club members.
- To promote awareness of the need to maintain access, conservation and protection of the cliff and mountain environment.
- To take part in and support the work and activities of the British Mountaineering Council (BMC).

## 3. Membership of the Club

- 3.1 Membership of the Club shall only be open to those who meet all of the criteria here listed:

- individuals who recognise that climbing, mountaineering and allied sports are activities with a danger of personal injury or death. Members shall be aware of and accept these risks and agree to be responsible for their own actions and involvement (hereinafter referred to as "the Members").
- adults over the age of 18 or under 18's subject to written parental consent, or 16 and 17 year olds if treated as an adult by law.

- 3.2 The Members acknowledge and agree that they will become Club Members of the BMC and that the Club shall pay the appropriate subscription on behalf of each Member included in the return filed by the Club with the BMC, and, in the event of the BMC being wound up, shall pay the sum of not more than £1 on behalf of each Member included in a return filed by the Club with the BMC at any time within the preceding period of one year pursuant to the guarantee comprised in clause 3 of the Memorandum of Association of the BMC. The Members further acknowledge and agree that upon the Club being affiliated to the BMC and each becoming a Club member of the BMC that they will each be bound by the Memorandum & Articles of Association of the BMC.

- 3.3 All members will be subject to the regulations of the constitution and by joining the Club will be deemed to accept these regulations and codes of practice that the Club has adopted.

- 3.4 Members will pay membership fees, as determined at the Annual General Meeting.

- 3.5 The Club respects the rights, dignity and worth of every person and will treat all Members equally within the context of Club activities and mountaineering activities,

regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

- 3.6 The Club is committed to all Members having the right to enjoy mountaineering in an environment free from threat of intimidation, harassment and abuse.
- 3.7 All Members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.
- 3.8 The Club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.
- 3.9 The Club has adopted and will comply with the BMC Child Safeguarding Policy. This can be viewed at <https://www.thebmc.co.uk/bmc-updates-child-protection-policy>
- 3.10 The Club will appoint and train a Youth Officer.

#### **4. Committee of the Club**

- 4.1 The Management of the Club shall be entrusted to the Club Committee, hereinafter referred to as "the Committee".
- 4.2 The Committee shall all be Members of the Club.
- 4.3 The Committee shall be composed of the Officers of the Club and only these posts are entitled to vote in committee matters.
- 4.4 The Officers of the Club shall be at least the President, Secretary, Treasurer, *Meets Officer, Equipment Officer, Youth Co-ordinator/Youth Officer*, hereinafter referred to as "the Officers", and others with or without portfolio as decided at the AGM.
- 4.5 All officers will retire each year but will be eligible for re-election (*to a maximum of 5 years*).
- 4.6 Voting for the election of Officers shall take place at the AGM. If the post of any Officer should fall vacant after such an election, the Committee shall have the power to fill the vacancy until the succeeding Annual General Meeting. For any period that the Secretary's or Treasurer's post is vacant, their duties shall be discharged by the President. For any period that the President's post is vacant, the President's duties shall be discharged by the Secretary.
- 4.7 The Committee shall have the power to co-opt additional non-voting members outside of the AGM.
- 4.8 A quorum for a meeting of the Committee shall be three, or one third of the Committee membership, whichever is greater. Committee meetings must be held in Ipswich. The President shall give at least two weeks notice of any committee meeting. Committee meetings may be convened by the President, or by request of two-thirds of the Committee membership to the President, in which case the President shall convene the Committee for a date within four weeks of the request being received. In place of a Committee meeting, the

President may make decisions on behalf of the Committee provided the written agreement of a majority of the Committee membership to the decision is obtained. Such decisions are deemed to be decisions of the Committee, and must be notified to Members within two weeks of the date of the decision.

- 4.9 The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the club.
- 4.10 The Committee will have powers to appoint any advisers to the Committee as necessary to fulfil its business.
- 4.11 The Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.
- 4.12 The decision of the Committee on the interpretation of this constitution and of club rules shall be final and the Committee is empowered to deal with any matters not covered.

## **5. Annual General Meeting (AGM)**

- 5.1 The AGM shall be held in November each year and notified to Members with 28-days' notice.
- 5.2 The AGM will:
  - Approve the minutes of the previous year's AGM.
  - Receive reports from the President / Chairman and Secretary.
  - Receive a report from the Treasurer and approve the Annual Accounts.
  - Receive a report from those responsible for certifying the Club's accounts.
  - Elect the Officers on the Committee.
  - Agree the membership fees for the following year.
  - Consider any proposed changes to the Constitution.
  - Deal with other relevant business.
- 5.3 Motions for consideration at a general meeting shall be supported by a proposer and seconder and must reach the Secretary at least three weeks before the meeting.
- 5.4 Issues that members wish to raise at a general meeting that have not been notified as formal motions in accordance with Clause 5.3 may be discussed at the discretion of the chair.
- 5.5 Motions for consideration at the meeting shall be notified to Members at least two weeks before the general meeting.
- 5.6 The chair of a general meeting shall be the President, or in the President's absence, the Secretary. In the absence of both President and Secretary, the Members present shall elect a chair for the meeting.
- 5.7 Nominations for President will be sent to the Secretary a minimum of 14 days' prior to the AGM, who shall circulate them to the Members at least 7 days before an AGM. Where the post of President is not contested, or for any other

Officers, nominations may be made at the AGM. Only nominations submitted by 2 full members of the Club will be accepted.

- 5.8 Proposed changes to the constitution shall be sent to the Secretary a minimum of 14 days' prior to the AGM, who shall circulate them to the Members at least 7 days before an AGM.
- 5.9 All Members present in person have the right to vote at the AGM. Each Member will have one vote and all matters shall be determined by a simple majority except any proposal pursuant to clause 10.1 or to clause 11.1.
- 5.10 The quorum for AGMs will be 10% of the membership or 5 paid up members, whichever is greater.
- 5.11 The chair of the general meeting shall be entitled to vote on all matters and in the event of a tie shall have a casting vote at general meetings.
- 5.12 An Extraordinary General Meeting (EGM) shall be called by an application in writing to the Secretary specifying the motion to be considered and supported by at least two thirds of the Members. The Committee shall also have the power to call an EGM by decision of a simple majority of the Committee members.
- 5.13 All procedures for an EGM shall follow those outlined above for AGMs.

## **6. Club Subscriptions**

- 6.1 Subscriptions will be set annually and agreed by the Members at the AGM.
- 6.2 The club treasurer will be responsible for the finances of the club. The funds of the Club shall be used only to further the aims of the Club.
- 6.3 The financial year of the club will run from 1<sup>st</sup> November and end on 31<sup>st</sup> October
- 6.4 All club monies will be banked in an account held in the name of the club.
- 6.5 The Committee will nominate a minimum of 3 Club Officers as signatories for the club account.
- 6.6 A statement of annual accounts will be presented by the treasurer at the Annual General Meeting. The general meeting or Committee may require the accounts of the Club to be independently audited at any time and the auditors shall report their findings to the Committee or general meeting.
- 6.7 Any cheques drawn against club funds should hold the signatures of the treasurer plus up to two other officers.
- 6.8 All members of the Club shall be jointly and severally responsible for the financial liabilities of the Club.

## **7 Discipline and Appeals**

- 7.1 All complaints regarding the behaviour of Members should be presented and submitted in writing to the Secretary.
- 7.2 The *Committee* will meet to hear complaints within 21 days of a complaint being lodged. The Committee may instead nominate a number of its members as a sub-committee to hear the complaints. The *Committee / nominated sub-committee* has the power to take appropriate disciplinary action including the termination of membership.
- 7.3 The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 14 days of the hearing.
- 7.4 *[To be used when a sub-committee has been established for the initial disciplinary hearing] There will be the right of appeal to the Committee following disciplinary action being announced. The Committee should consider the appeal within 14 days of the Secretary receiving the appeal.*
- 7.5 *[To be used when the Committee has heard the initial disciplinary hearing] There will be the right of appeal to a specially formed sub-committee following disciplinary action being announced. The sub-committee should consider the appeal within 14 days of the Secretary receiving the appeal.*

## **8 Effect of ceasing to be a member**

- 8.1 On ceasing to be a Member a person forfeits all right to and claim upon the Club and its property and funds.
- 8.2 A person who has been expelled from the Club shall not be entitled to participate in any subsequent activity of the Club nor to visit the Club's premises.

## **9. Rules of the Club**

- 9.1 The Committee has the power to set Club Rules. Such rules shall be in accordance with the articles of the Club's Constitution and the policies of the BMC.

## **10. Dissolution of the Club**

- 10.1 The Club can only be dissolved by two-thirds majority vote at an AGM. Any liabilities at the time of dissolution shall be the joint responsibility of all Members if the assets of the Club are not sufficient. The Committee will arrange to discharge any remaining assets by donating to an appropriate charitable cause in accordance with the aims of the club.

## **11. Amendments to the Constitution of the Club**

- 11.1 This Constitution can only be amended by a two thirds majority of those Members attending the AGM or EGM. Notice of any amendment must be delivered to the Secretary at least 14 days prior to the AGM or EGM.

**Declaration**

This Constitution was approved and adopted by the Club on 19/11/2019

## Signatories

President Caryn Lofthouse

Secretary Christine Hough

Treasurer Hannah Constable-Simmonds