



MARLBOROUGH ATHLETICS CLUB

HON. PRESIDENT: DAVID HEMERY CHAIRMAN: CHRIS PATTERSON.
SECRETARY: PAUL WARREN.

Marlborough Athletics Club: Constitution

[updated March 2026]

Name and affiliation:

The Club will be called **Marlborough Athletics Club** ("the Club") and will be affiliated to the Wiltshire Athletics Association.

The principal officer of The Club shall be situated in England.

Aims and Objectives:

The aims and objectives of the Club will be:

- To offer athlete-centered coaching, and competitive opportunities for all members
- To promote the club within the local community and the athletics community
- To ensure a duty of care to all members of the Club
- To ensure that all present and future members receive fair and equal treatment.
- To maintain the Club as a not-for-profit organisation.

Membership

Membership will consist of **Full Members**, **Second Claim members** and **Associate Members** of The Club. **Second Claim members** will include athletes who wish to train with and occasionally compete for The Club, in the Wessex League or the Southern Athletics League, whilst belonging to another club. **The Associate Member** includes all officers, coaches, and England Athletics Qualified Officials of the club. Both full members and second claim members will have the right to compete for the club & make use of the Club's coaching services.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to have accepted these regulations and codes of conduct that the Club has adopted.

Membership Fees will be set annually and agreed by the Club's Management Committee or determined at the Annual General Meeting. Fees will be due annually on April 1st and will be reviewed annually by the Club Management Committee. Fees will include the annual subscription to England Athletics.

We accept members from School Year 2 upwards. New Members may join at any point during the year. All existing members must re-affiliate by June 1st or will be classed as 'lapsed' both by England Athletics and the Club.



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Personal Risk

Members [and guests]¹ acknowledge and accept that playing or participating in sport of any kind can be dangerous and may result in injury and damage to property. Members and guests shall take personal responsibility for their own actions and play or participate in the Club's sporting activities at their own risk.

The liability of the Club and its Officers to any Member is limited to the net assets of the Club.

Nothing in these Rules shall limit or exclude liability:

- for death or personal injury caused by negligence.
- for any loss or damage caused by criminal or fraudulent conduct; or
- for any other liability which cannot lawfully be limited or excluded.

Officers of the Club: (These can be combined)

- CHAIR
- VICE CHAIR
- SECRETARY
- TREASURER
- MEMBERSHIP OFFICER
- LEAGUE AND EVENTS OFFICER
- PUBLICITY OFFICER
- WELFARE OFFICERS
- EQUIPMENT OFFICER
- HEALTH, SAFETY & FIRST AID
- DBS OFFICERS
- COACHES CO-ORDINATOR

Officers will be elected annually at the Annual General Meeting. All officers will retire each year but will be eligible for re-election. David Hemery continues as Honorary President. A person shall cease to hold office as an Officer if they are subject to a decision of England Athletics or UKA that such person be suspended or disqualified from holding office or from taking part in any activity relating to the administration or management of a club; if they resign; or if the Club reasonably believes that they have become incapable by reason of illness or injury of managing and administering his or her own affairs and it decides to remove him or her from office.

¹ Marlborough Athletics allows non-members to attend two trial training sessions known as 'Taster Sessions' before completing their membership forms. After two trial sessions, all athletes will be expected to complete membership forms and to pay their membership fees.



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Committee

The Club will be managed through the Management Committee, consisting of the above officers along with other interested coaches & coaching assistants and parents.

All Committee members will have the right to vote at meetings of the Management Committee.

The Management Committee will be convened by the Secretary of the club and hold no less than 4 meetings per year. The Management Committee will be chaired by the Chairman/woman or, in their absence the appointed vice-chairman/woman.

The quorum required for business to be agreed at the Management Committee meetings will be no fewer than 3 members.

The Management Committee will be responsible for adopting new policies, codes of conduct and rules that affect the organisation of the Club. Any decisions will be by simple majority with the Chairman/woman holding a casting vote.

The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

Minutes

Minutes of each Management Committee meeting will be made by the Club Secretary and be available for any member on request in electronic or hard copy.

Finance

All Club monies will be banked in an account held in the name of the Club.

The Club Treasurer will be responsible for the finances of the club.

The financial year of the Club will end on 31/12.

A Statement of audited accounts will be presented by the Treasurer at the Annual General Meeting. Any payments drawn against Club funds should hold the signatories of the Treasurer plus the Club Secretary. The Club will also use on-line banking for which payments will also require two authorisations by either The Treasurer, the Club Secretary or Club Chair.

Annual General Meeting

Notice of the Annual General Meeting (AGM) will be given by the Club Secretary. Not less than 21 clear days' notice to be given to all members. As the active members will mostly be juniors (U17 and below), it is understood that parents of members may attend the AGM as their representatives. Any member unable to attend in person may nominate a proxy by email, text message or any other manner acceptable to the Management Committee.

The AGM will receive a report from officers of the Management Committee and a statement of the accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.



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Election of officers is to take place at the AGM. All members have the right to vote at the AGM. The quorum for AGMs will be 10.

Proxy Votes can be cast for those submitting their formal apologies at the AGM.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

Discipline and appeals

All concerns, allegations or reports of malpractice or abuse relating to the welfare of children or vulnerable adults will be recorded and responded to swiftly and appropriately in accordance with the Club's and UKA's/EA's safeguarding policy and procedures. The Welfare Officer shall be the lead Officer for all Members in the event of any safeguarding concerns.

All complaints regarding the behaviour of members should be submitted in writing to the Secretary. The Management Committee will meet to hear complaints within 28 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership.

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.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The Management Committee should consider the appeal within 21 days of the Secretary receiving the appeal.

Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM through a majority vote of at least three quarters of the membership present.

Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be applied, or transferred to another club or England Athletics for use by them related to community sports.

Amendments to the constitution

The Constitution may only be changed through agreement by majority vote at an AGM or EGM.

Ethos

The Club is committed to ensuring that equity is incorporated across all aspects of its operations, activities and development. In doing so, the Club acknowledges and adopts the following Sport England definition of sports equity:



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‘Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.’

The Club respects the rights, dignity and worth of every person and shall treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

Declaration

Marlborough Athletics Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed Chair Chris Patterson:

Date:

Signed: Club Secretary Paul Warren

Date: