



## PRIORY SAILING CLUB, PRIORY LAKE, BEDFORD

# CONSTITUTION

1. **THE NAME** of the club is "Priory Sailing Club" (PSC).  
The club is a constituent part of The Priory Water Sports Association (PWSA).

2. **THE OBJECTIVES** of the club will be:

- a) The main purposes of the club are to provide facilities for, and to promote participation in, the amateur sport of Sailing in the Bedford area.
- b) To promote social and other facilities for the membership.
- c) To provide facilities for training.

PSC operates as a non-profit making organisation, as such all surplus income or profits are to be reinvested in the club. No surpluses or assets of the club will be distributed to club members or third parties. The club shall be affiliated to the Royal Yachting Association (RYA).

### 3. **MEMBERSHIP**

3.1 Membership of PSC shall consist of the following classes:-

- a) Adult members (over 21 years).
- b) Family Members (max 2 adults + 4 children)
- c) Student members (in full time education over 18 and under 25).
- d) Youth members (over 18 and not in full time education but under 21)
- e) Junior members (under 18)
- f) Honorary members
- g) Associated Group membership
- h) Guest (temporary) membership
- i) Social member

Definition: Associated Group membership shall be a group of persons belonging to another organisation who wish to use the club facilities. It should be noted that the use of Club equipment may incur a fee for use as prescribed by the Committee.

3.2 Associated groups may be admitted to the club at the Committee's discretion

3.3. Members shall also make the following annual payments:-

- (a) An annual fee of such a sum as the Committee shall, from time to time, prescribe which shall entitle a member to sail his or her own boat on the water controlled by the club, and to store craft, as appropriate.
- (b) All members shall pay the entrance fee (if any) and their first annual subscription upon joining the club, and thereafter on the first day of April in each year.
- (c) Provided that a member joins the Club after the first day of September, in any year, the member shall pay half the annual subscription applicable for that year.
- (d) The club will keep subscriptions at levels that will not pose a significant obstacle to participation.

3.4 Every member shall furnish the Membership Secretary with an up-to-date address (both postal and email if available) which shall be recorded in the Register of Members and any notice sent to either such address as shall be deemed to have been duly delivered.

3.5 Guest members shall be accompanied by a sponsoring Adult Member subject to agreement by a Committee member, [up to a maximum of 3 visits per year], and subject to a fee per visit as determined from time to time by the Committee.

- 3.6 Membership of the club and acceptance of the Constitution and Byelaws by the member will be deemed to constitute consent to the holding of relevant personal data for the purposes of the Data Protection Acts.
- 3.7 Membership of the Club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, except as a necessary consequence of the requirements of Sailing.
- 3.8 Every member, upon election and thereafter, is deemed to have notice of, and undertakes to comply with the Club Constitution, Sailing Rules and any Byelaws and Regulations of the Club
- 3.9 The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.
- 3.10 Any breach of para 3.8, or any conduct which, in the opinion of the Committee, is either unworthy of a member or otherwise injurious to the interests of the Club, shall render a member liable to disciplinary action by the Committee, which may include expulsion or non-renewal of membership.

Before taking such disciplinary action against a member, the Committee shall call upon such member for a written explanation of the member's conduct and shall give the member full opportunity of making explanation to the Committee, or of resigning. A Resolution to apply any sanction shall be carried by a simple majority vote by those members of the Committee present and voting on the Resolution.

The Committee (or any person to whom the Committee shall delegate this power) may temporarily suspend or exclude a member from particular training sessions, racing and/or wider Club activities, when in their opinion such action is in the interests of the Club.

Appeal against suspension, expulsion or non-renewal of membership may be made to the members in General Meeting (see Constitution para 7.1). Such appeal shall be lodged within 28 days of the committee decision - during which time the member may NOT enjoy the benefits of membership.

Upon expulsion the former member shall not be entitled to have any part of the annual membership fee refunded and must return any Club or external body's trophy or trophies held forthwith.

Upon expulsion of a member, the Committee may dispose of the former member's boat and/or trailer [ as if said articles were Abandoned Craft as in Byelaw 17]

#### **4. OFFICERS AND COMMITTEE**

- 4.1 The Officers shall be the :-

Commodore	(Flag Officer)
Vice Commodore	(Flag Officer)
Rear Commodore	(Flag Officer)
Honorary Treasurer	
Honorary Secretary	
Honorary Membership Secretary	
Principal (Recognised Training Centre) – ex officio	

- 4.2 The Committee shall consist of:

The Officers,  
Ten adult members of the Club,  
A representative of the Junior and Youth members,  
Two representatives nominated by the Bedfordshire Canoeists Association.

- 4.3(a) The Commodore, Vice Commodore and Rear Commodore shall be elected or re-

elected each year at the Annual General Meeting and their period in office shall be limited to a maximum of five consecutive years in that office. They shall then become eligible for re-election to that office after a minimum interval of one year.

- 4.3(b) The Hon. Secretary, Hon. Treasurer, Hon. Membership Secretary and Adult Committee members shall retire after two years in office. They shall be eligible for re-election.
- 4.4 The representative of the Junior and Youth members shall serve for 1 year - retiring at the next Annual General Meeting following that election and shall be eligible for re-election if his or her age is below the relevant age of the membership class at the time of election.
- 4.5 The Committee shall have the power at any time to appoint a member of the Club to fill a vacancy among the Officers and members of the Committee. Any person so appointed shall retire at the next Annual General Meeting and shall be eligible for re-election to the Committee, except for a representative of the Junior/Youth members who would be over 21 on that date.
- 4.5(a) Additionally, the Committee may co-opt an extra member of the Club to the Committee, this in order to bring a set of skills to assist in the delivery of a particular project. Any person so appointed shall be non-voting and shall retire at the next Annual General Meeting
- 4.6 Seven (7) members personally present shall form a quorum at a meeting of the Committee, including a minimum of one Officer.
- 4.7 The Committee shall manage the affairs of the club according to the Constitution, Byelaws and Sailing Rules and shall cause the funds of the club to be applied solely to the objects of the club or for a benevolent or charitable purpose nominated by General Meeting.  
In particular the Committee shall ensure that the property and funds of the club will not be used for the direct or indirect private benefit of members or third parties other than as reasonably allowed by the rules and that all surplus income or profits are re-invested in the club.
- 4.8 The Committee shall make such Byelaws and Sailing Rules as it shall from time to time think fit and shall cause the same to be exhibited in the Club Premises for 14 days before the date of implementation.
- 4.9 The Committee may appoint such sub-committees as it may deem necessary and may delegate such of its powers as it may think fit upon such terms and conditions as shall be deemed expedient and/or required by the law. Such sub-committees shall consist of such members of the Committee or of the club as the Committee may think fit.
- 4.10 In pursuance of the authority vested in the Committee by members of the club, members of the Committee are entitled to be indemnified by the members of the club against any liabilities properly incurred by them or any one of them on behalf of the club wherever the contract is of a duly authorised nature or could be assumed to be of a duly authorised nature and entered into on behalf of the club.
- 4.11 The Committee may nominate for election at an Annual General Meeting such Honorary Members as the Committee may think fit.
- 4.12 The retiring Committee shall remain in post until the conclusion of the AGM.
- 4.13 Representatives on the Committee nominated by the Bedfordshire Canoeists Association sit on the Committee in a liaison capacity with the power to vote on matters of joint interest, but not on matters related solely to the management of PSC.

## 5. ANNUAL GENERAL MEETING

- 5.1 The Annual General Meeting (AGM) of the P.S.C. shall be held in November.
- 5.2 The business of the AGM will be:
- a) Receive reports,
  - b) Receive the accounts,
  - c) Determine the following year's subscriptions and entrance fees,
  - d) Elect the Officers,
  - e) Elect the Committee,
  - f) Take any other business - notice of which shall have been given to the Hon Secretary, in writing, at least twenty-one days prior to meeting.
- 5.3 A member may raise any matter for discussion and for future consideration by the Committee. No decision may be made on matters thus raised.
- 5.4 Nominations for Officers and/or Committee Members shall be given, in writing, along with the nominated person's consent, to the Secretary by the Committee Meeting on the first Thursday in October, so that along with any amendments proposed by the Committee, they may be circulated to members twenty one days prior to the AGM along with notice calling AGM.
- 5.5 Amendments to the Constitution, if proposed by an individual member, shall be countersigned by ten other members and be given to the Secretary by the 30th September, so that along with any amendments proposed by the Committee, they may be circulated to members along with notice calling the AGM.
- 5.6 Members over the age of 14 years shall be entitled to vote at any General Meeting of the club.
- 5.7 In the event of equality of voting, the meeting Chairman shall have a casting vote in addition to his membership vote.
- 5.8 If the number of candidates for election is greater than the number of vacancies to be filled then there shall be a ballot.
- 5.9 Voting Rights of members at any PSC Meeting shall be:- :
- a) Adult members one vote
  - b) Family Members one vote per Family member over 14years of age
  - c) Student members one vote
  - d) Youth members one vote.
  - e) Junior members one vote (if over 14years)
  - f) Honorary members. one vote
  - g) Associated Group membership one vote per Group
  - h) Guest (temporary) membership no vote
  - i) Social member no vote

## 6. LIABILITIES

- 6.1 The club, its Officers and general Committee shall not be liable for any personal injury, loss of or damage to boats or other property of the members or visitors or members of the general public either whilst sailing or engaged in any other of the Club's activities.

## 7. GENERAL MEETING

- 7.1 The Committee, upon giving 21 days notice, may call a General Meeting of members for any specific business, the nature of which shall be stated in a convening notice.
- 7.2 The Committee shall give notice of a General Meeting of members within 29 days of

the receipt of a written request, specifying the purpose of such a meeting, from 20 or more members entitled to vote.

- 7.3 The discussion at General Meetings shall be confined to the business stated in the notice sent to members.
- 7.4 The Club's constitution may be changed at a General Meeting of the Club's Members, due notice of which shall have been given as above. Any proposal of the alteration of the Club's constitution shall be effective only when approved by at least a 2:1 majority of those members present entitled to vote.
- 7.5 Twenty (20) members entitled to vote and personally present, shall form a quorum at any General Meeting of the club.
- 7.6 In the event of equality of voting, the Commodore shall have the casting vote in addition to his members vote.

## **8. DISSOLUTION OF THE CLUB**

- 8.1. If, upon the winding up or dissolution of the club, there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall not be paid to, or distributed amongst, the members of the Club. Instead upon dissolution of the club any remaining assets shall be given or transferred to another registered CASC, a registered charity or the sport's governing body for use by them in related community sports.