

CONSTITUTION UN-INCORPORATED ASSOCIATION

PAUL POPHAM RUNNING CLUB

1. NAME

The group's name is called the Paul Popham Running Club also known as *PPRC*.

2. AIMS & MISSION OF THE GROUP

Aim - Paul Popham Running Club aims is to encourage everyone in Swansea to learn to run for life and recognise the benefits running gives to their quality of life.

Mission – To create a fun, social and supportive environment to welcome and cater for runners of all ages, development and ability to enhance their potential in running to achieve their personal goals. Supporting the members by providing six groups for all abilities and qualified coaches dedicated to the needs of the groups and runners in the group. Groups start from zero to 5k in 8 to 9 weeks with the clubs 'Learn2Run' Program. A group to maintain and develop our 5k runners, a group to improve from 5k to 10k, a group to enhance our 10k runners, a group to improve from 10k to half marathon and a group maintaining their running fitness who can run a 10k in under 55 minutes and have run a half marathon. The club cooperates with local, regional and national bodies to provide facilities and infrastructure from grass roots to a competitive level. The activities of the club strive to provide fun and challenging sessions based on a socially responsible foundation. The club welcomes any members whatever social, religious or ethnic origin.

Objectives –

- To provide a group structure that caters for all abilities
- To provide coaches to cater for all abilities
- To provide a safe Vision –

How - Raise funds through membership fees, kit, fundraising, events, all such other lawful things as are deemed necessary. The club is non-for profit any surplus income is donated to the Paul Popham Fund, Renal Support Wales.

Home -

3. MEMBERSHIP

- Membership of PPRC is open the community of Swansea.
- The membership secretary will maintain a list of current members in order to determine their right to vote at a General Meeting.
- Members have the right to agree a joining or annual membership fee at an AGM.
- Athletes join the club as members after completing their first 8-week program for Beginners and after completing their first 4 weeks for all other groups of athletes other than beginners.
- The club has the right to expel a member if they do not follow the club code of conduct.
- The club has the right to expel a Club Leader and a Club Coach if they do not adhere to the Welsh Athletics Standards and the Clubs Code of Conduct.

4. MANAGEMENT

- *PPRC* will be managed by a Committee elected from the membership each year at an Annual General Meeting.
- The Committee will be made up of *a minimum of 3* members
- At their first meeting after the AGM the committee will elect Chairperson, Secretary and Treasurer plus *any further posts eg events secretary*.
- All elected Committee members will retire annually but can be re-appointed if willing to stand.
- In the event of the retirement or death of an elected officer the vacancy will be filled by nomination by the Committee.
- Proper minutes will be kept of decisions made by the Committee.
- The quorum for a Committee meeting will be *2/3* of members at that meeting.
- *PPRC* is affiliated to the Welsh Athletics and adheres to UKA rules and regulations.
- Members can be recruited to become a Club Champion who support Club Leaders, Coaches and the Committee to run the club and/or Club Leaders who complete the Welsh Athletics Leader in Running Fitness Course.
- Club Leaders can become Club Coaches – they will be required to complete the Welsh Athletics – Coaching in Running Fitness Course.
- There will be one Club Leader to 8 to 12 Club Members.
- There will be one Club Coach to every 8 to 12 Club Leaders.
- Club Champions are recruited to step in to help set-up sessions and support Leaders at anytime.

5. ANNUAL GENERAL MEETING

The Annual General Meeting (AGM) will be held in *June* each year. *Seven* days notice will be given of agenda, date, and time of the meeting.

At each AGM the Committee will:

- Report on the previous year's activities
- Give a financial report for the previous year
- Conduct an election of Committee members
- Put forward any proposed amendments to this constitution and/or any other properly notified business.
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All decisions will be made by a simple majority. In the case of equality of votes the Chair shall have the casting vote.

The quorum for an AGM shall be *two third* for an AGM figures.

6. SPECIAL GENERAL MEETING

The Committee or any member may call a special general meeting at any time. *Seven* days notice will be given to members of date, time and venue of the meeting and business to be discussed.

7. FINANCE

- All funds raised by or on behalf of *PPRC* will be used to further the aims of the group and a %age of funds will be donated to the Paul Popham Fund, Renal Support Wales.
- The treasurer will keep a proper record of the finances of the group and allow independent checking of these records if requested.

- *PPRC* will hold its funds with *Barclays* Bank or with such other bank/building society as the Committee shall from time to time decide. This account will be in the name of the Paul Popham Running Club and two signatures from *Chair, Secretary and Treasurer* will be required to authorise expenditure.
- A report of the year's income and expenses will be prepared up to the end of *Month* each year for presentation to members at the Annual General Meeting.

8. ALTERATIONS TO THE CONSTITUTION

This constitution may be altered by a resolution passed by not less than two thirds of the members present and voting at a properly notified and quorate General Meeting. The notice must include details of the proposed changes.

9. DISSOLUTION

If the Committee consider that, on the grounds of finance or otherwise, it is necessary or advisable to dissolve the group it will call a meeting of all members giving not less than seven days notice of the resolution to be considered. If such a decision is approved by a simple two thirds majority of those members present and voting *PPRC* will be dissolved. In this event any assets remaining after the payment of proper debts will be transferred to *the Paul Popham Fund, Renal Support Wales*.

Signed

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On behalf of *Name*

Date: