

## DEVON COUNTY ATHLETICS ASSOCIATION CONSTITUTION

### 1 TITLE AND COMPOSITION

- a) The Association shall be called the Devon County Athletics Association (Devon County AA), hereinafter called The Association.
- b) The Association shall be composed of Clubs or Associations and Individual Members (who are amateurs as defined by the Laws of the National (UK) Governing Body who are interested in the development of Athletics within the County of Devon.
- c) The registered address of the Association shall be that of the current Honorary General Secretary.

### 2 AIMS

The aims of The Association are:-

- a) To encourage and direct Athletics (as defined by the National (UK) Governing Body) within the County of Devon for both males and females.
- b) To organise the County Championships and such other competitions as the Executive Committee decides.
- c) To offer advice and assistance to Affiliated Clubs and Associations or any other organisation wishing to promote Athletics within Devon.
- d) To bring the advantages of Athletics as a sport prominently before all County and Local Authorities.
- e) To assist in obtaining adequate facilities for Athletics within the County.
- f) To ensure the observance of the Laws of the relevant Governing Bodies at all athletics competitions within the County.
- g) To promote an active training policy to provide both qualified Coaches and officials within the County, where appropriate liaising with the various Governing Bodies.

### 3 MEMBERSHIP

Membership of the Association shall be confined to:-

- a) Athletics Clubs located within the County of Devon
- b) Athletics Associations located within the County of Devon
- c) Individual members residing within the County of Devon
- d) Hon Life Members as elected by the Association.

In all the above cases those eligible shall be as defined by Rule 1 of the National (UK) Governing Body's Rules.

### 4 SUBSCRIPTIONS

Members shall subscribe a sum agreed at the Annual General Meeting and this shall be payable upon election to membership and thereafter on 1<sup>st</sup> January each subsequent year.

The Executive Committee has the power to reduce the initial membership fee for Clubs joining the Association in the last quarter of the calendar year.

The Devon Schools AA/Schools District Associations/Individual Schools may be affiliated free with no vote or at the usual fee with voting powers.

## 5 OFFICERS OF THE ASSOCIATION

The officers of the Association are:-

- a) President  
Vice President  
Chairman  
Honorary Treasurer  
Honorary Secretary
- b) Honorary Vice Presidents
- c) Honorary Active Vice presidents

## 6 MEETINGS OF THE ASSOCIATION

The Association will meet annually not later than the month of February each year.

Members and Officers of the Association must be given at least eight weeks notice of such an Annual General Meeting by the Honorary Secretary. Matters for inclusion in the agenda must be submitted to the Honorary Secretary at least 14 days prior to the Annual General Meeting.

An Extraordinary General Meeting of the Association must be convened by the Executive Committee within 28 days of the receipt by the Honorary Secretary of a request in writing, signed by not less than five affiliated Clubs or Officers of the Association, stating the reason for which the meeting is to be convened. In the case of an Extraordinary General Meeting a minimum of seven days notice must be given to all members/officers of such a meeting.

The following shall be entitled to attend Annual and Extraordinary General Meetings:-

- i) Officers of the Association
- ii) Members of the Executive Committee
- iii) Representatives from each Affiliated Club or Association
- iv) One representative of each of the following – Royal Navy, Royal Air Force, Territorial Army, and County Constabulary – each representing units within the County.
- v) Individual members
- vi) Hon. Life Members

At the Annual/Extraordinary General Meeting a quorum shall consist of at least eleven affiliated members of those entitled to vote.

## 7 VOTING POWERS

Voting at the Annual/Extraordinary General Meeting shall be restricted to:-

- a) Officers of the Association
- b) One representative from each affiliated Club/Association
- c) Individual affiliated members.

In both a) and b) above those entitled to vote shall be limited to one vote only. The President will not vote unless in the case of a split decision – in such cases the President of the Association shall be entitled to a casting vote.

Voting shall be limited to Clubs, Associations and Individual members who have paid the previous year's affiliation fee.

## 8 BUSINESS OF THE ANNUAL GENERAL MEETING

- a) To receive the Honorary Secretary's Report
- b) To receive the Honorary Treasurer's Report
- c) To adopt the Annual Balance Sheet and statement of accounts
- d) To decide the Annual Subscription for the coming year
- e) To elect the Officers of the Association and Executive Committee for the ensuing year (see Rule 9 for the composition of the Executive Committee)
- f) To appoint Accountants for the Association accounts.

## 9 MANAGEMENT OF THE ASSOCIATION

The management of the association is vested in an Executive Committee consisting of -

- a) The following officers of the Association – President, Vice president, Chairman, Hon. Secretary, Hon Treasurer, 6 Active Vice Presidents (See Rule 5 for definition of Officers)
- b) The holders of the following positions elected at the AGM –  
  
Hon Officials Secretary  
Hon Coaching Secretary  
Team Managers  
Hon Devon Open Series Secretary  
Hon Race Walking Secretary  
Hon Championships Secretary  
Hon Road Running Secretary  
Hon Cross Country Co-ordinator  
Hon Road Running Licence Secretary  
Hon Statisticians
- c) Six Representatives of affiliated Clubs and Associations

At Executive Committee meetings, members as defined in a), b) and c shall each be entitled to one vote only, five to form a quorum. The Chairperson will only vote when a casting vote is necessary in the event of a split decision.

The Executive Committee shall have the power to co-opt additional persons to the Executive Committee without voting rights.

Minutes of Sub Committee Meetings must be made and retained by the Executive Committee. All Executive Committee meetings must be minuted – copies of which must be circulated to all member Clubs and Associations.

## 10 DUTIES AND POWERS

- a) The duties and powers shall be in accordance with the duties and powers as laid down by the National (UK) Governing Body and Regional Associations.
- b) All decisions of the County Association shall remain in force pending confirmation or otherwise by the National (UK) Governing Body or Regional Association.

## 11 COUNTY CHAMPIONSHIPS

- a) All Devon County AA Championships are open to those who have a birth or residential qualification as defined in UKA Rules and are members of a club affiliated to a UKA National Association (England Athletics, Northern Ireland, Scottish Athletics or Welsh Athletics) or attend a Devon School.
- b) Athletes who are members of an Affiliated Club and have a Competition Licence Number will receive the standard discount (currently £2) from entry fees. Athletes entered by a Devon School will also qualify for the discount. All other athletes without a Competition Licence Number will be required to pay the full entry fee.

## 12 FINANCE

The Executive Committee shall control the finances of the Association. An Audited Statement of Accounts must be prepared by the accountants and presented to the Annual General Meeting by the Hon Treasurer.

## 13 ACCOUNTANTS

Accountants shall be appointed at the Annual General meeting to complete the Chartered Accountants Independent Assurance Report for the association for the following year.

## 14 PROPERTY OF THE ASSOCIATION

The property of the association shall be vested in three trustees from within the list of officers of the Association (appointed by the Executive Committee at their first meeting after the Annual General Meeting) whose names shall be minuted.

They shall hold such properties as Trustees of the Association.

## 15 CONSTITUTION

No alteration in the Constitution of the Association may be made except at the Annual General Meeting or a Special General Meeting called for that purpose. Notice of proposed alterations to be considered at such meetings must be made by the Hon General Secretary not later than 1<sup>st</sup> January previous.

## 16 DISCIPLINARY PROCEDURES

Disciplinary procedures will be in accordance with the rules of the national (UK) Governing Body.

## 17 DISSOLUTION

In the event of the Association being dissolved and unable to continue its normal function, the Trustees shall have the power to dispose of its assets and finances and take such action as recommended by an accredited legal advisor.