

SPOKES CYCLING CLUB CONSTITUTION

These rules are based on 'A Handbook for Cycling UK Groups' 2022.

https://www.cyclinguk.org/sites/default/files/document/2017/08/cycling_uk_group_handbook_2022_v3.pdf

1 Title: The title of the club shall be "The Spokes Cycle Touring Club, Part of Cycling UK" hereinafter referred to as the Club. The Club is a formal Cycling UK Member Group and as such abides by the rules set out in the Cycling UK Policy Handbook.

2 The Club:

2.1 Spokes CTC will be a social cycling club as distinct from a sports cycling club. The club will comprise of individuals who meet up to cycle and socialise, and share the cost of any event in which they participate.

2.2 The Club will be strictly non profit-making.

3 The purpose of the Club

3.1 The purpose of the Club shall be to provide opportunities for members to participate in and organise non-competitive, recreational and social cycling activities. E.g. day rides, weekend rides, cycling ventures, cycle events in the UK and Europe, related training rides and social events. The club is open to access for anyone who wishes to participate.

3.2 The safety of participants will be paramount in the planning and undertaking of all Club activities.

4 Membership

4.1 Cycling membership will be open to all paid up members of Cycling UK (including affiliate members).

4.2 All rides and events will be run in accordance with Cycling UK Policies and Procedures.

4.3 Membership starts from the date the member joins Cycling UK until after their membership expires.

4.4 Members are encouraged to have an email address as the majority of information will be circulated via email or the Club website. The Secretary should be advised if alternative communication methods are required.

4.5 Non Cycling UK members will be treated as prospective Cycling UK members and will be allowed to participate in up to 3 club day rides. Participation in any club event longer than one day will only be eligible to Cycling UK members.

5 The Club's Committee

5.1 The Club shall have a Committee that is responsible for managing and co-ordinating its affairs and to act as the officers of The Club. The committee will work as a team and be responsible for managing The Club which will be run in a transparent and democratic fashion. The committee will be responsible for all activities and will co-ordinate the organisation of said activities.

5.2 The committee will comprise the following officials who will be elected annually:

Chair

Vice Chair

Secretary

Treasurer

Membership Secretary (usually the Secretary)

Safeguarding Officer

Promotions/Publicity Officer (can be fulfilled by a committee member)

Rides Secretary

5.3 The duties of all Committee members are as described in the Cycling UK Policy Handbook.

6 Sub Committees, Co-options and Other positions

6.1 The committee can appoint sub committees for particular purposes and either invite nominations from the membership as a whole to serve on said sub committees, or co-opt members directly. Any subcommittee appointed will report to the Committee.

6.2 If required the committee can co-opt a person from the membership to provide general advice and support to the committee on any matter.

7 Meetings

7.1 **Committee Meetings** Club members are entitled to attend and contribute to (but not vote at) committee meetings

7.2 **Annual General Meetings** The club will hold an AGM in October of each year.

(a) All members will be invited to elect a committee to serve until the next AGM. Only full Cycling UK members can elect or hold office.

(b) The Treasurer will produce a summary of the annual accounts.

(c) The Chair will present a report of the club's activities since the last AGM.

(d) All members will be invited to propose and vote on events for the following year.

(e) The AGM will consider any notices of motion, which should have been submitted in writing to the secretary at least seven days before the meeting;

7.3 **Special General Meetings** A Special General Meeting may be called by the Secretary at the request of the committee or on receipt of a request from at least 10 Cycling UK members who regularly attend rides. The purpose of the meeting must be explained on the request. The meeting must be held at the earliest opportunity.

8 Finance

8.1 All club monies will be banked in an account held in the name of the club. The current account is online and therefore no cheques will issued or accepted. Bank transfer will be the usual method of money transfers. Ideally two committee members will have access to the account though only one is required to initiate any money transfer. The club committee will review banking arrangements as and when circumstances change in order to keep any bank charges to a minimum.

8.2 The Club will be funded partly from an annual donation from Cycling UK.

9 **Dissemination of Information** Members will be kept informed of what's happening in the club through the website and occasional e-mails from the Club Secretary. All members agree to update their contact details yearly when requested to do so by the secretary. If members wish to opt out of receiving emails they must contact the secretary by email or in writing.

10 **Amendments to the Constitution** This constitution can be amended only through a general meeting and at least 10 Cycling UK members must vote in favour of any proposed amendments. All changes must be ratified by Cycling UK.

11 **Dissolution** the Club can be dissolved either:

by a General Meeting, giving notice to Cycling UK of the General Meeting at least two months in advance;
or by Cycling UK, should adequate reason become apparent.

Cycling UK has the specific right to dissolve a Group that is effectively dormant for more than 12 months in that it does not provide any recognised activities that contribute to Cycling UK's Strategy or it does not comply with Cycling UK's guidance and policies.

Cycling UK will take possession of all property, funds and financial assets of the Club.

The Club Committee, or a group of at least 10 regular riders, shall have the right of appeal to Cycling UK, in which case it shall then appoint two representatives to state its case.

12 **Declaration** Spokes Cycle Touring Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Approved by:

Name: Lawrence Conway

Position: Club Chair

Date: 22nd February 2025

Name: Julie Williams

Position: Club Secretary

Date: 11th February 2025

Name: Gareth Thomas

Position: Club Treasurer

Date: 20th February 2025