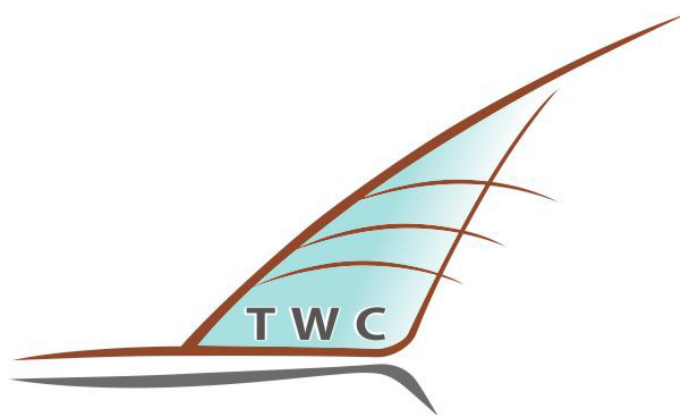


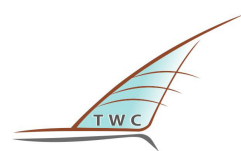
TRENT WINDSURFING CLUB

CLUB CONSTITUTION



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1. Name and Objects

The name of the club shall be “Trent Windsurfing Club” (hereinafter referred to as “the club”). The object for which the club is formed is to promote and facilitate the sport of Windsurfing and also to provide social activities and other facilities for members as may be from time to time determined .

2. Active Officers

An Officer of the Club is defined as an elected officer performing one of the following roles;

1. Chairperson
2. Club Secretary
3. Membership Secretary
4. Treasurer
5. Health and Safety Officer
6. Grounds Maintenance Officer
7. Lease Scheme Administrator
8. Publicity Officer
9. Social & Events Officer
10. Training Officer
11. Website Administrator.

Officers shall be elected at the Annual General Meeting in each year. All Officers of the Club shall be eligible for re-election. Any member standing for election shall have been a full or family member for the full season preceding election to the committee.

2.1 Duties of the Chairperson

To ensure meetings are run smoothly. To encourage members to have their say and debate issues. To act as a mediator within the committee and a spokesperson for it. To make emergency decisions but only when necessary.

2.2 Duties of the Club Secretary

To keep full minutes of all meetings of the club, the committee and any sub-committees which shall be confirmed by the appropriate chairperson upon the agreement of the club, the committee or sub-committee as the next following meeting of the club, committee or sub-committee. To make available the minutes to any full or family member on request. To conduct all correspondence with the landlords, outside parties and to maintain such records as appropriate. To keep a record of allocations of keys to the secure premises.

2.3 Duties of the Membership Secretary

To keep a register of club member's names, addresses and other appropriate details as agreed by the committee. To process and record details of memberships, to distribute keys for club premises and maintain current information relating to subscriptions and club regulations.

2.4 Duties of the Treasurer

To cause such books of account to be kept as are necessary to give true and fair view of the state of the finances of the club. To cause all returns as may be required by law in relation to such accounts to be rendered at the due time. To cause to be prepared an Annual Balance Sheet as at the 31st December in each year and shall cause the same to be distributed to all full and family members (and all affiliated organisations if any) at the Annual General Meeting and to the committee meeting immediately prior to the Annual General Meeting. To receive all moneys due to the club, operate the clubs banking and savings accounts and pay all accounts from moneys under their control. To provide such information as is necessary for all Officers allocated a spending budget in order that they are able to manage said budgets.

2.5 Duties of the Health & Safety Officer

To establish processes and/or procedures to ensure compliance with Health and Safety requirements. To ensure risk assessments are suitable and sufficient and to provide such documentation to the club secretary for the purpose of record keeping. To make members aware of any new hazards or risks that might from time to time arise.

2.6 Duties of the Grounds Maintenance Officer

To co-ordinate the maintenance of the Club grounds and arrange for the maintenance of club equipment. To administer the changing of locks for club premises with the assistance of the Membership Secretary.

2.7 Duties of the Lease Scheme Administrator

To administer and control club lease boards, sails, rigs and other equipment. To manage the budget allocated by the committee for the provision of lease equipment.

2.8 Duties of the Publicity Officer

To actively promote the club to the wider public. To publicise club activities within the windsurfing community. To organise the publication of news articles, trip reports, location reports on the club website. To organise the collection of publicity materials from club members, viz. photos, videos, written materiel, press cuttings for use by the club. To act as spokesman for the club in dealings with the media. To co-ordinate the display of club advertising at outside events i.e. flags, gazebo, banners, etc. To manage the budget allocated by the committee for the provision of publicity.

2.9 Duties of the Social and Events Officer

To organise and promote a programme of social events and other events as are deemed suitable by the committee.

2.10 Duties of the Training Officer

To oversee the provision of training and coaching to club members. To arrange taster sessions as and when required for members of the public and potential new members. To organise the training of club members to instructor level to ensure the club has sufficient qualified cover for all reasonable requirements. To arrange the promotion of the training provided by the club both to club members and to members of the public. To keep up to date with approved training methods. To maintain links with the RYA regional support personnel for the clubs benefit. To manage the budget allocated by the committee for the provision of training.

2.11 Duties of the Website Administrator

To administer, control and update from time to time the club Website and other social media sites.

3. Membership

The club shall be open to any person who is interested in participating in the club activities and prepared to abide by its rules and who can meet the requirements of one of the categories of membership as indicated hereunder.

Membership Entrance and Subscription Fee

The rate of Entrance and Subscription Fee for each category of membership shall be communicated by the committee to the members a minimum of fourteen days before the Annual General Meeting in each year.

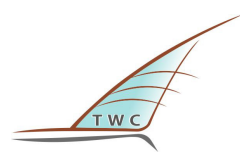
All members shall pay a joining fee and their first annual subscription upon acceptance into the club. Every member shall furnish the membership secretary with an up to date address, telephone number and email address which shall be recorded in the register of Members and any notice sent to such email address shall be deemed to have been duly delivered. An application for membership shall be in the form from time to time prescribed by the Committee and shall include the name, address and telephone number of the applicant and their signature. The committee shall have the right without being required to give any reason to decline an application for membership of any person if so deemed by a majority vote.

Active Officers who have served a total of three years may be granted free membership while remaining as an Active Officer. This privilege may be rescinded by the committee or restored by majority vote at an AGM.

Types of Membership and Voting

The members may vote at any Annual General Meeting or Extraordinary General Meetings of the club from time to time but not at a committee meeting unless authorised to do so by a majority of the committee members at a properly convened meeting. The members shall have the following voting rights: -

A full member being a person who, at the age of election is over the age of eighteen shall have one vote.



A family member which expression shall include one or two named adult partners (as may be) and all children under 18 years of age who are the offspring or under the permanent or temporary legal guardianship of at least one of the adults. The family unit shall have one vote, exercisable by either adult partner. In the case where either of the adults are elected to the committee, the other adult shall have the right to one vote.

A junior member being a person who, at the date of election, is under the age of 18 shall have no vote unless elected to the committee as an ordinary member to represent youth interests. Such a member shall be one who at the commencement of the subscription year joined the club other than as a full or a family member.

Honorary members may be nominated and elected in the manner described for the election of committee members and shall have one vote. There shall be no more than 4 honorary members at any one time.

An affiliated group which shall be a properly constituted organisation in their own right shall have one vote exercisable by the named representative of the group.

Junior Membership will be given to a person between the age of 16 and 18 years, the person shall be a competent sailor who will be supervised by an adult member. This class of membership does not have voting rights

Student membership may be granted, at time of joining or renewal, to a person in full time education who must be in possession of a current signed Students Union card. This class of membership does not have voting rights

Non-payment of Annual Fee

Any member who has failed to pay their annual fee two months from the date upon which the renewal notice was posted in a new membership year, shall be deemed to have resigned from the club and shall no longer be entitled to use club facilities (not withstanding circumstances relating to Temporary Absence below).

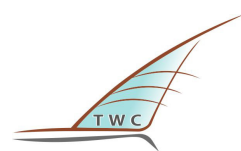
The payment of the joining fee following lapse of membership can be suspended for a period of 12 months subject to approval by the committee and will come into force at the start of the next renewal period.

Temporary Absence

Any member who, for a known reason, anticipates inability to use the club or its facilities for an extended period of not less than 6 months, and who thereafter wishes not to pay an annual subscription, but wishes to continue to be a member in a future year shall have their case considered by the committee on receipt by the membership secretary of a written explanation. If accepted, such member will not be required to pay an additional joining fee in the next year.

Conduct of Members

Every member, upon joining and thereafter, is deemed to have notice of, and impliedly undertakes to comply with the club rules and the current Bylaws and Regulations of the club as from time to time determined by the Committee or these rules. Any refusal to do so, 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 expulsion by the Committee.



The conduct of such a member will be subject to scrutiny by the committee if cause for concern is given and a decision by the Committee (which will be final) will be made as to whether said member shall be permitted to remain in the club. In such circumstances, no return of subscriptions or joining fee will be made. A member shall not knowingly remove, injure, destroy or damage any property of the club and shall make restitution for the same if called upon to do so by the committee or by the chairperson upon the instruction of the committee.

Limitation of Members Liability

No person or club member delegated by the committee to act as agent for the club or its members shall enter into contracts without the express authorisation of the committee.

Members Indemnification of Committee

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 duly authorised nature and entered into on behalf of the club. The limit of an individual member's liability in this request shall be a sum equal to one year's subscription at the then current rate for that category of membership unless the committee has been authorised to exceed such limit by a general meeting of the club.

4. Management Committee

The Management Committee (herein referred to as "the committee") shall consist of the Officers of the club and Ordinary Committee Members, who all shall be Full or Family members of the club.

Officers shall be elected at the Annual General Meeting in each year and shall hold office for one year, retiring at the end of the Annual General Meeting in each year.

Any member may stand for election to the committee as an Ordinary Committee Member after having been a full or family member for the full season preceding election to the committee.

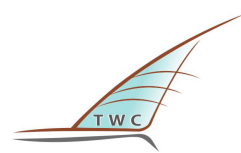
The number of ordinary committee members shall be limited to a maximum of six unless otherwise agreed by the committee under extraordinary circumstances.

The Chairperson shall be elected from candidates who have served as an Officer of the committee in the preceding year.

The committee shall have the power to co-opt to fill any vacancies during a year of office, and such co-opted member shall serve on the committee with full voting rights until the next Annual General Meeting.

The committee shall be responsible for the proper management of the club with power to expend the club funds as it sees fit in furtherance of the club objects.

The committee shall manage the affairs of the club according to the club rules from time to time 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 the Committee.



The committee shall ensure that proper records are kept including minutes of committee meetings, general meetings and of club finances.

The committee shall make such Regulations as it shall from time to time think fit and shall cause the same to be notified to each and every Full member, Family member or affiliated group within fourteen days of the date of approval. Such Bye-laws and Regulations shall remain in force until approved or set aside by the Committee

The committee shall have the power to call a general meeting at any time, subject to fourteen days clear notice being given in writing to all club members by the Chairperson.

The committee shall have powers to delegate its powers to any person or sub-committee appointed for the purpose of acting as an agent on behalf of the club.

Quorum

Fifty percent of the total elected committee officers shall constitute a quorum. Each member of the committee shall have one vote and the chairperson of any committee meeting shall have the casting vote in addition.

Duties of Committee Officers

1. To conduct the correspondence of the club.
2. Keep custody of all club documents.
3. To maintain a written record of such correspondence.
4. To report at each committee meeting, the details of correspondence received or sent during the previous month,
5. To report at each committee meeting details of any actions taken in conducting his/her duties.
6. To maintain liaison with club landlords, National Governing Body, contractors, suppliers and
7. To uphold the majority decisions of the committee.
8. Administer such insurance policy or policies as may be needed fully to protect the interests of the club, the committee members and trustees. To review such policies from time to time and ensure adherence with relevant statutes and codes of practice.
9. To maintain contact with the clubs Legal Advisor, to ensure that the clubs affairs are managed in accordance with current law.
10. When necessary to delegate such duties temporarily as appropriate from time to time to another committee member with that members agreement.

Method of Election of Officers

Nominations shall either be made in writing by one member of the club and seconded by another, with the consent of the candidate, and shall have been received by the Chairperson at least three days before the date of the Annual General Meeting in each year, or shall be made verbally by one member of the club and seconded by another at the Annual General Meeting

In the event of there being more than one nomination for any Officers position elections shall if preferred be by secret ballot of members present. Any member standing subject to a ballot for an officer post shall be allowed a short time to address the meeting.

In the event of the ballot failing to determine the members of the committee because of an equality of votes, a re-ballot shall take place only between those candidates with equal highest votes. In the event of the second ballot also being equal, the result shall be determined by lot. No officer shall be eligible for re-election if they have failed to attend at least half of the committee meetings held during their term of office. The committee shall have the power to waive this rule.

If such a process is necessary, election to the committee for Ordinary members shall be by show of hands, if such numbers wishing to stand exceed the places available then a show of hands for each and every applicant will be conducted, with each member having one vote only. If necessary the member polling the lowest number of votes will drop out after each round and voting recommenced.

5. Trustees

Number Of Trustees

There shall be at least three Trustees of the Club who shall be appointed from time to time as necessary by the Committee of the Club from among Full, Family or Honorary Members who are willing to be so appointed.

Term Of Office

A Trustee shall hold office for a maximum term of ten years, or until he shall resign by notice in writing given to the Secretary of the Club, or until a resolution removing him from office shall be passed at a meeting of the Committee by a majority comprising two-thirds of the members present and entitled to vote.

Property Of The Club Vested In Trustees

All the property of the Club, including land and investments, shall be held by the Trustees for the time being, in their own names so far as it is necessary and practicable, on trust for the use and benefit of the Club. In the event of the death, resignation, or removal from office of a Trustee, the Committee shall nominate a new Trustee in his place, and shall as soon as possible thereafter take all lawful and practicable steps to procure the vesting of all Club property into the names of the Trustees as constituted after such nomination. For the purpose of giving effect to any such nomination, the Club Secretary for the time being is hereby nominated as the person to appoint new Trustees of the Club within the meaning of Section 36 of the Trustee Act 1925 and he/she shall by Deed duly appoint the person or persons so nominated by the Committee.

Powers Of Trustees

The Trustees shall in all respects act, in regard to any property of the Club held by them, in accordance with the directions of the Committee and shall have power to sell, lease, mortgage or pledge any Club property so held for the purpose of raising or borrowing money for the benefit of the Club in compliance with the Committee's directions (which shall be duly recorded in the Minutes of the proceedings of the Committee) but no purchaser, lessee or mortgagee shall be concerned to enquire whether any such direction has been given.

Indemnity Of Trustees From The Club

The Trustees shall be effectually indemnified by the members of the Club out of the assets of the Club from and against any liability, costs, expenses and payments whatsoever which may be properly incurred or made by them in the exercise of their duties or relation to any property of the Club vested in them, or in relation to any legal proceedings, or which otherwise relate directly or indirectly to the performance of the functions of a Trustee of the Club.

The Club will take out and maintain insurance to cover the above indemnity, to a level of no less than £1million. Any proposed change to said insurance policy shall be communicated to the Trustees at least 14 days prior to the proposed change.

6. Meetings of the Club

Committee Meetings

The committee shall meet at least every month making such arrangements as to the conduct, place of assembly and holding of such meetings as it may wish. Members not being members of the committee are welcome to attend these meetings.

The Chairperson or in their absence a chairperson elected by those present shall preside.

Voting (except in the case of a resolution relating to the expulsion of a member) shall be by show of hands.

General Members Meetings

The committee shall call an extraordinary general meeting at the written request of ten members. Proposals to be discussed at such meetings shall be advised to the Chairperson at least twenty one days before the meeting takes place and the discussion at such meeting shall be confirmed to the business stated in the notice sent to members.

Annual General Meetings

An Annual General Meeting of the club shall be held each year on a date to be fixed by the Committee.

The Chairperson shall at least fourteen days before the date of such meeting (or of any General meetings as hereafter mentioned) post or deliver to each member notice thereof and of the business to be brought forward there at. No business, except the passing of the accounts, the election of the Officers and Trustees (and any other business that the committee may order to be inserted in the notice convening the meeting) shall be discussed at such meeting. Other business shall be those items where notice thereof has been given in writing by a member to the Chairperson at least seven days before the date of the Annual General Meeting. The committee shall then take open questions.

Ten members entitled to vote and personally present shall form a quorum at any membership (Annual General Meeting or General Meeting) meeting of the club.

In the case of an equality of votes the chairperson shall have a second or casting vote, on any matter other than the election of members of the committee.

On any resolution properly put to a meeting of the club relating to the creation, repeal or amendment of any Rule outside the general bye-laws or Regulation of the club such Rule or regulation shall not be created, repealed or amended except by a majority vote of at least two thirds of those present and entitled to vote.

7. Dissolution of the Club

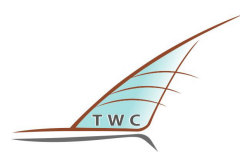
If upon the winding up or dissolution of the club, there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, said property shall not be paid to or distributed amongst the members of the club but shall be given or transferred to some other institution or institutions having objects similar to the objects of the club, such institution or institutions to be determined by the members of the club by resolution passed at a general meeting at or before the time of the dissolution and if and so far as, effect cannot be given to such provision then to some registered charitable object.

Whilst the club has a lease for the use of water, nothing in the above requires or necessitates the winding up or dissolution of the club should such lease be terminated. In such an event, howsoever caused, the club will continue its existence to best serve the members interests.

8. Bye-laws / Rules

Full members, a family member, his/her spouse and their children under the age of eighteen, honorary members, members of affiliated groups, student members and junior members, shall have the full use of all the club facilities.

Membership of the club and acceptance of these rules by the members will be deemed to constitute consent to the holding of the relevant personal data for the purposes of the Data Protection Act 1998.



Club Liabilities

Members of the club visitors and guests may use the club premises, and any other facilities of the club, entirely at their own risk, and impliedly accept: -

1. The club will not accept any liability for any damage to, or loss of, property of members, their guests or visitors to the club and;
2. So far as it is able the club will not accept any liability for death or personal injury, arising out of the use of the club premises, and any other facilities of the club where soever situated, sustained either by members, their guests or visitors, or caused by the said members, guests or visitors whether or not such damage or injury could have been attributed to or was occasioned by the neglect, default or negligence of any of them, the Officers, committee or servants of the club.

General Bye-laws

General Bye-laws are published separately. All members agree to abide by general bye-laws as approved by the committee. Any member wishing to have sight of the General Bye-laws will be provided with a copy within fourteen days of the Club Secretary receiving a formal request.

General bye-laws can be updated by majority vote at any committee meeting and changes shall be communicated to the membership within fourteen days. The General Bye-laws shall form part of the annual renewal of membership and members shall sign to acknowledge receipt of same. New members shall likewise receive and acknowledge receipt upon joining the club.