

Jersey Paddle Club Constitution ("the Constitution")

1. Name

The club will be called *The Jersey Paddle Club* and will be affiliated to the *British Canoe Union*.

2. Aims and objectives

The aims and objectives of the club will be:

- i) To unite the Jersey Paddle Board community by offering coaching and competitive opportunities such as surf events, flat water races, downwind events, recreational exploration paddles and fun family days out.
- ii) To promote the health benefits of the sport.
- iii) To promote the club within the local community and within associated fields of paddle sport.
- iv) To manage the club and its members.
- v) To ensure a duty of care to all members of the club.
- vi) To provide all its services in a way that is fair to everyone.

3. Membership

The term "Constitution" when hereinafter referred will include any subsequent amendment thereto.

To ensure all present and future members receive fair and equal treatment. Membership will consist of officers and members of the club.

All members will be subject to the regulations of the Constitution and the Laws under which the sport is governed. By joining the club and signing the membership form each member will be deemed to accept these regulations and codes of practice that the club has adopted.

Members will be enrolled in one of the following categories:

- i) Full member (18 years old plus).
- ii) Junior member (up to and including 17 years old)
- iii) Family membership (two parents and two children)

4. Officers of the Club

The officers of the club (the "**Committee**") will be:

- i) Chairman
- ii) Secretary
- iii) Treasurer
- iv) Events Officer
- v) Welfare Officer
- vi) Committee Member 1
- vii) Committee Member 2

All members of the Committee will be over the age of 18 years old.

The Committee will be elected annually at the Annual General Meeting (hereinafter referred to as "**AGM**"). All members of the Committee will retire each year but will be eligible for re-appointment.

It being understood that the first members to be elected as Committee at the Inaugural Meeting of the Club will remain in position for a minimum period of two years.

5. Committee

The club will be managed by the members of the Committee.

Only the members of the Committee will have the right to vote at meetings of the Committee. In the event of a tie following a vote by the Committee the Chairman will have the deciding vote.

The Committee meetings will be convened by the Secretary following the request in writing to the Secretary by any member of the Committee. Committee members will be given written notice of no less than five days prior to the meeting.

The quorum required for business to be agreed at Committee meetings will be four members.

The Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the Club.

The Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Committee as necessary to fulfil its business.

In the event of the resignation of a Committee Member prior to the AGM, the Committee will have the right to appoint a temporary member to fill the vacant position until the next AGM is held.

The Committee will be responsible for disciplinary hearings of members who infringe the Club rules/regulations/constitution. The Committee will be responsible for taking any action of suspension or discipline following such hearings.

6. Annual General Meetings

Notice of each AGM will be given by the Secretary, which notice will be provided by email (to the last known email address of each member) no less than twenty-one days prior to the date of the AGM. The Notice will contain the written agenda for the AGM.

Members may attend the AGM by proxy, which proxy will be provided by email to the Secretary no less than forty-eight hours prior to the commencement of the meeting. The proxy will contain:-

- i) The name of the club member unable to attend;
- ii) The name of the club member to attend and vote on the absent member's behalf. If no name is provided the proxy will default to the Chairman. If the Chairman is absent, then the proxy will default to the member attending on behalf of the Chairman;
- iii) Any additional comments.

The members at the AGM will receive a report from the Committee and a statement of the club accounts.

In accordance with clause 5 above, nominations for members of the Committee will be sent to the Secretary prior to the AGM.

Elections of Committee members will only take place at the AGM.

All members of the Club over the age of 18 years old will have the right to vote at the AGM.

The quorum for AGMs will be fifteen members or ten percent of the Club's membership all over the age of 16 years old, whichever is the greater number.

The Committee has the right to call Extraordinary General Meetings ("EGMs") outside of the AGM, which notice for such EGM will be provided by email to the last known email address of each member no less than fourteen days prior to the day of the EGM.

Procedures for each EGM will be the same as for the AGM.

7. Finance

All Club funds will be banked in an account held in the name of the Club.

The Club Treasurer will be responsible for the finances of the Club.

The financial year of the club will end on 30th of September each year.

A statement of annual accounts will be presented by the Treasurer at the AGM.

Any funds drawn against Club funds will only be done so by a Committee Member in accordance with the bank mandate.

8. Membership fees

Membership fees will be set annually and agreed and determined at the Inaugural Meeting of the Club or at the AGM.

Fees will be paid annually unless otherwise determined or stipulated by the Committee.

9. Code Of Conduct

Refer to the Membership Application Form and the Harbours (Inshore Safety) (Jersey) Regulations 2012 Law, including any such amendment thereto or replacement thereof.

10. Discipline and appeals

All concerns, allegations or reports of:-

- i) poor practice;
- ii) abuse of the Code of Conduct; or
- iii) abuse relating to the welfare of children and young people;

will be recorded and responded to swiftly and appropriately in accordance with the following procedures.

The Welfare Officer is the lead contact for all members in the event of any child protection concerns, which concerns will be presented and submitted immediately to the Welfare Officer and or the Police.

All other valid complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Committee will meet to hear complaints within twenty-one days of a complaint being lodged and the Member about who the complaint is lodged will attend the meeting. Should that Member be under the age of 18 years of age then the Member will attend the meeting accompanied by an appropriate adult. The Committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within seven days of the hearing.

There will be the right of written appeal to the relevant department of the States of Jersey following disciplinary action being announced.

11. Charitable Donations

At each year end the Club will donate ten percent of any surplus funds held on account at the year end to the Royal National Lifeboat Institution

12. Dissolution

A resolution to dissolve the Club can only be passed at an AGM or EGM through a majority vote of the membership.

In the event of dissolution, any assets of the club that remain will become the property of the Royal National Lifeboat Institution.

13. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

14. Declaration

The Jersey Paddle Club hereby adopts and accepts this Constitution as a current operating guide regulating the actions of members.

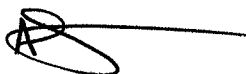
Signed:



Date: 16TH JANUARY 2013

Name: STEPHEN P. ASCROFT
Position: **Club Chairman**

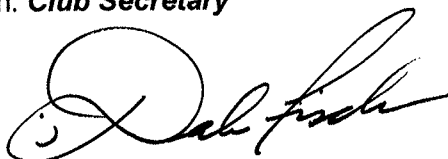
Signed:



Date: 16 January 2013

Name: ANNA SEYMOUR
Position: **Club Secretary**

Signed:



Date: 16 January 2013

Name: DALE FISCHER
Position: **Committee Member**