

Association of Thames Yacht Clubs Constitution

1. Name

The Association shall be called the Association of Thames Yacht Clubs (ATYC). The burgee of the Association shall be a light and dark blue triangular shaped flag with light blue in the upper part, divided horizontally by a wavy white band and may be flown by any member of a **Member** club.

2. Objectives

ATYC shall promote and encourage boating on the River Thames and adjacent waterways and provide such services and activities for the benefit of **Members** as may be decided, in consultation with **Members**, from time to time.

3. Membership

Subject to the approval of the Committee, membership shall be open to all yacht and boating clubs providing activities for craft owners based on or near the river Thames. **Members** may resign at any time by giving notice in writing, or by email, to the **Secretary** but shall not be entitled to a refund of any part of the current subscription. A **Member** whose conduct is deemed prejudicial to the ATYC may have its membership terminated by the **Committee** providing the **Member** is given full and reasonable opportunity to defend itself before the **Committee**. Such a **Member** shall have the right of appeal to a **General Meeting** before membership is terminated.

4. Subscription

The subscription rate shall be discussed and agreed by a majority vote at the last **Members' Open Meeting of the year**. The subscription shall be payable on election to membership and thereafter on the first day of January each year. **Members** in arrears after 1st September shall be liable to removal from membership. All ATYC **Members** shall be informed of such removal.

5. Committee

The **Committee** shall manage the affairs of ATYC. The **Committee** shall meet not less than 4 times a year or more frequently if they so decide. The **Committee** may: accept, refuse or terminate membership in accordance with 3 and 4 above; delegate such of its functions as it deems appropriate to sub committees; co-opt advisors and assistants and deal with any matter not provided for in this Constitution. All elected members of the **Committee** shall be eligible for re-election each year. 5 members of the **Committee** shall constitute a quorum. **Members'** nominations for election to the **Committee**, together with written acceptance of the nominees, who must be paid-up members of their club, shall be received by the **Secretary** not less than seven days before the date of the **Annual General Meeting**. In the event of an incomplete set of nominations, the **Committee** may present nominations for vacancies, with the approval of the nominees. In the event that a position remains unfilled, the **Committee** may co-opt as appropriate, such co-option to cease at the next following AGM.

6. Honorary Positions

An **Annual General Meeting**, in recognition of service to the Association, and on the recommendation of the committee, may appoint Honorary Vice Presidents. Such appointments may be for a specified term or, in the case of exceptional service to the Association, for life.

7. General Meetings

General Meetings will normally be arranged in April (immediately following the AGM) and September each year and all **Member** clubs are requested and encouraged to ensure they are represented at such meetings. The requirements of this section may be satisfied by physical or virtual meetings at the discretion of the committee.

The **Annual General Meeting** shall be held no later than 30th April each year when the following business shall be transacted:

- (i) **Chairman's** Report
- (ii) **Treasurer's** and **Independent Examiner's** Reports on the accounts for the past **Financial Year**.
- (iii) Any other proposals requiring a vote, previously circulated by the **Committee**.
- (iv) Election of Officers and Committee positions requiring election.
- (v) Appointment of an **Independent Examiner**.

An **Extraordinary General Meeting** may be convened by the **Committee** or at the request of not less than 10 **Members**. Such request must clearly state the purpose of the meeting and contain a proposal that requires a vote.

The Agenda shall be circulated to all **Member** club's secretaries at least 21 days before a **General Meeting**.

The quorum for General Meetings shall be **Delegates** from 25% of **Member** Clubs. Any person belonging to a **Member** club may attend and take part in the discussions at **General Meetings**, but only **Delegates** may vote. Proposals for amendment of the **Constitution** must be made in writing and received by the **Secretary** not less than TWO MONTHS before a **General Meeting**.

No **General Meeting** shall consider any matter other than those set out on the Agenda for that **General Meeting**.

8. Voting

Decisions at all **General Meetings** shall be made by a simple majority of **Delegates** present and voting. In the event of a tie the **Chairman** shall have a casting vote.

9. Finance

The funds shall be vested in a Bank or Building Society in the name of the ATYC. All cheques or online banking payments drawn upon the ATYC's accounts shall be authorised by two out of three authorised signatories. No expenditure shall be sanctioned which cannot be met from current funds. No action requiring exceptional major expenditure or ongoing financial commitment shall be entered into without the approval of **Members** at a general meeting. The **Treasurer** shall ensure that all monies are banked and accounted for in a timely manner.

10. Winding up

In the event of the ATYC being wound up, its assets shall be clearly identified and subsequently distributed, in such manner as the **Committee**, in consultation with **Members** considers equitable, to paid up **Members** at the date of the winding up.

DEFINITIONS

In this Constitution, and any activity of ATYC, the terms shown emboldened shall be as defined below.

Chairman: The Spokesman of the ATYC; conducts General Meetings, Committee meetings, hosts ATYC events and represents the ATYC where invited.

Committee: The Officers, being the Chairman, Deputy Chairman (Tidal), Deputy Chairman (non-Tidal), Secretary, Treasurer, and at least 4 others elected and responsible for specific aspects of ATYC activities as may be determined from time to time by the committee.

Delegate: The person appointed by a Member to attend and vote on its behalf at a General Meeting.

Financial Year: The period 1st January to 31st December.

Member: A boating organisation whose application for membership has been accepted and approved by the Committee and not terminated.

Secretary: Causes minutes to be taken of General and Committee Meetings, maintains contact with Committee members and Secretaries of Member clubs and acts as the main contact for official correspondence. Has custody of the official Records.

Treasurer: Manages the ATYC's finances within a budget and terms agreed from time to time by the Committee. Produces a Statement of Accounts including a Balance Sheet and an Income and Expenditure Account at the end of the Financial Year. Submits forecasts of income and expenditure to the Committee.

Independent Examiner: A person appointed at a General Meeting to examine and report on the Treasurer's Statement of Accounts.

Obligations of Member Clubs

- 1.To hold regular club meetings in suitable locations as appropriate.
- 2.To have a club constitution, an elected committee responsible for managing club affairs, and to hold an Annual General Meeting each year.
- 3.To nominate two contacts for delivery of ATYC communications, one of whom will normally be the Club Secretary. Clubs are also encouraged to appoint an ATYC Representative.
- 4.To endeavour to ensure the club is represented at ATYC General Meetings.
- 5.To pay promptly ATYC subscriptions and such other fees or payments as may be required and to ensure the club and its members are adequately covered by Public Liability insurance
- 6.To ensure that the ATYC is promptly informed of any changes to the club details held by the ATYC.
- 7.To include the following statement on any relevant club printed material or website:
'A member of The Association of Thames Yacht Clubs'
- 8.To take reasonable steps to ensure that club members observe their legal responsibilities with regard to craft registration and comply with all statutes and good practice in their use of the river.
- 9.To ensure club members are kept informed about ATYC events and activities and to encourage club participation whether as a club or as individuals.
- 10.To promote good practice in boat handling and river etiquette; to assist and advise those who may wish to undertake formal training; to ensure that club members do not act in any way that may bring the ATYC into disrepute.

This **Constitution** was approved at the AGM on Monday 17th April 2023.
It replaces all previous documents referred to as 'The Rules'.