

# SEDBERGH SWIMMING CLUB

## Constitution

### 1. Name:

1.1 The Club shall be called the Sedbergh Swimming Club

### 2. Objectives:

2.1 The objectives of the Club shall be the teaching, development and the practice of swimming for its members.

2.2 The Club is committed to treating everyone equally within the context of its activity and with due respect to the differences of individuals. It shall not apply nor endorse unlawful or unjustified discrimination, and shall act in compliance with the protections afforded by the Equality Act 2010.

### 3. Membership:

3.1 Membership of the Club shall be open to residents of Sedbergh and District.

3.2 Any person who wishes to become a member of the Club must submit a completed Membership form to the Membership Secretary with the agreed fee(s). *In the case of a junior swimmer the form must be signed by the swimmer's parent or guardian.*

3.3 The Club may refuse membership only for a good and sufficient cause such as conduct or character likely to bring the Club into disrepute.

### 4. Annual membership, lessons and session fees

4.1 The annual membership, lessons and session fees (as applicable) shall be determined by the Committee at its Annual General Meeting.

4.2 The annual membership subscription fee and any lesson fees shall be paid in full to the Membership Secretary at enrolment.

4.3 The session fee shall be paid for each swimming session (as applicable).

### 5. Management Committee:

5.1 The Management Committee shall consist of - the Chairperson, Treasurer/Membership Secretary, Secretary, Lifeguard Secretary, Continued Professional Development Officer, Data Protection Officer, Welfare Officer to be elected at the Annual General Meeting plus one representative elected by Sedbergh Parish Council. The Committee shall have the power to co-opt.

5.2 At committee meetings four members, including the Chairperson, shall constitute a quorum.

5.3 The Secretary shall have the power to summon an Extraordinary General Meeting when requested to do so by the committee.

### 6. Annual General Meeting:

6.1 The Annual General Meeting of the Club shall be held each year on a date in July. The time, date and venue for the Annual General Meeting shall be fixed by the Committee.

6.2 A minimum of two weeks notice shall be given to each member for the Annual General Meeting by the Secretary.

6.3 The purpose of the Annual General Meeting is to carry out the following business:

- to receive the Chairperson's report of the activities of the Club during the previous year;
- to receive and consider the Treasurer's audited accounts of the Club for the previous year which shall set out the financial position of the Club;
- to agree the annual membership fee;
- to agree swimming lesson and session fees;
- to elect a new management committee or re-elect existing committee members;
- to discuss any other matters that may arise.

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### **7. Rules of the Club:**

- 7.1 All members must abide by the Rules of the Club, which shall be displayed at Sedbergh School Swimming Pool each swimming session.
- 7.2 A Supervisor must be present at each swimming session. The Supervisor is responsible for seeing that the Rules of the Club are abided by. The Supervisor shall ask anyone who is being unreasonable in not abiding by the Club Rules to leave the swimming pool.
- 7.3 The Committee reserve the power to expel any member for persistent breach of the Club's Rules.
- 7.4 A rota of supervision shall be drawn up by the Lifeguard Secretary. Any change in the rota shall be notified to the committee member responsible, the individual supervisor is responsible for finding a substitute.
- 7.5 Occasional visitors may be admitted to the general swimming sessions of the Club but in the event of overcrowding members shall take precedence over visitors, and the decision of the supervisor on duty shall be final.
- 7.6 Any proposal for alteration of the constitution and rules must be submitted to the Secretary three weeks before any General Meeting with the names of the proposer and seconder, and shall be included on the agenda for the meeting. A proposal for a change of rules shall be carried by a simple majority of those present and voting at the general meeting.
- 7.7 The quorum at an Annual General Meeting shall be 4, as set out in Rule 5.2. All members over the age of 16 years present at General Meetings shall be allowed to vote. Members under the age of 16 may attend but shall not be allowed to vote.
- 7.8 All swimmers must abide by the rules for use of the swimming pool as set out by Sedbergh School.
- 7.9 Final decisions as to the use, availability, operation and management of the swimming pool will be made by the Headmaster of Sedbergh School acting on behalf of the Governors.

### **8. Data Protection:**

- 8.1 The Club is committed to ensuring the responsible collection and use of personal data in the course of its business, under the requirements of the EU General Data Protection Regulations 2016 (GDPR) and the Data Protection Act 2018 (DPA). The Club's responsibilities are set out in the Club's Privacy Notice. All Members are issued with a copy of the Club's Privacy Notice when they become a member of the Club. The Privacy Notice is available from The Club's Data Protection Officer and is also published on the Club's Facebook page.

### **9. Dissolution:**

- 9.1 The Club may be wound up at any time if agreed by a quorum of those members present at any General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be given to another sports or community group from Sedbergh and District with similar aims, as agreed by the Committee.

Date Approved: 30 September 2019