



Welsh Sea Rowing Association Constitution

1. NAME OF THE ASSOCIATION

- 1.1 The Welsh Sea Rowing Association will be called the Association.

2. OBJECTIVES

- 2.1 The Association shall promote and support the use of sea rowing boats in Wales and beyond, stimulate healthy competition between Communities and Clubs by means of races, regattas or other organised events.
- 2.2 The Association shall promote sea rowing as a healthy activity, which can be done safely by people, regardless of age (subject to British Rowing Safety Guidelines), race, sex, colour, creed, sexual orientation, impairment or disability, or religious beliefs at a level suited to their competence.
- 2.3 The Association will encourage its members to adopt and apply best practice in Health and Safety, Safety at Sea, Child Protection and Safeguarding and to take personal responsibility for their application.
- 2.4 The Association will encourage members to meet socially.

3. AIMS

- The Association will achieve its objectives by:
- 3.1 Disseminating knowledge of sea rowing.
- 3.2 Supporting communities, clubs and members who wish to acquire rowing boats.
- 3.3 Providing or obtaining guidance on conformity to class rules and measurements for the Celtic Longboat, and any other class of boat that is adopted.
- 3.4 Providing or obtaining guidance in good practice in safe rowing and all aspects of the governance of rowing clubs or other related organisations.
- 3.5 Providing or obtaining coaching in sea rowing.
- 3.6 Purchasing, hiring or renting such buildings or equipment as is necessary to achieve its objectives.
- 3.7 Working with and being affiliated to Welsh Rowing.
- 3.8 Framing race rules and protocols for all races and events run under its auspices.

4. MEMBERSHIP

- 4.1 Membership of the Association shall be open to community groups, clubs, associations, syndicates, or other such organisations who support the objectives of the Association.
- 4.2 Membership of the Association is open to all organisations, regardless of age (subject to British Rowing Safety Guidelines), race, sex, colour, creed, sexual orientation, impairment or disability, or religious beliefs of those making up the member organisations.
- 4.3 Admission to the Association shall be by application of the potential member and shall rest with a majority of the Committee then present.
- 4.4 The Association will seek to ensure that all potential members and members are treated equally and fairly and have an opportunity to participate in the activities and affairs of the Association. The Association will conform to all relevant legislation and laws. Action will be taken against any member or officer of the Association who is guilty of any unfair form of discrimination.

- 4.5 Upon joining the Association members agree to abide by the Constitution and the Rules and Bye-Laws of the Association.
- 4.6 A member wishing to terminate membership may do so at any time sending written notice to the Secretary. No refund of subscriptions shall be made except in special circumstances.

5. MANAGEMENT

- 5.1 The Association shall be managed by an Executive Committee consisting of a Chair, Secretary, Treasurer, Welfare Officer, Training Officer, Safety Officer, Race Officer, Membership Secretary, Communications Officer, Northern Club Representative, Southern Club Representative, and any other such officers as required or so appointed.
- 5.2 The position of President will be elected at the AGM.
- 5.3 The Committee shall meet 3 times per year at such time and place as may be convenient, and on such other occasions as shall be necessary.
- 5.4 At all meetings of the Committee the Chair shall preside and in their absence the meeting shall elect a Chair. In cases of equality the Chair has a casting vote.
- 5.5 Attendance of 5 members of the Committee shall be sufficient for a quorum.
- 5.6 No more than two members of the committee shall be drawn from the membership of the same club.
- 5.7 All Committee members will be indemnified when acting properly in the course of running the Association against any liability.
- 5.8 A Welsh Rowing representative and the President are invited to attend all Committee Meetings and the AGM in a non-voting capacity.
- 5.9 The Executive Committee may appoint sub-committees and working parties to assist in the effective management of the Association.
- 5.10 Any elected committee member may be asked to stand down if they do not attend at least 50% of the Committee Meetings without good reason.

6. OFFICE BEARERS AND COMMITTEE MEMBERS

- 6.1 The members of the Executive Committee shall retire annually, but shall be eligible for re-election subject to rule 6.6 below. The mode of election shall be by nomination at the Annual General Meeting. Nominations for election must be notified to the Secretary at least 4 weeks before the AGM, and must be posted on the Association website at least 3 weeks before the AGM. The nominee shall be in attendance or their consent to be nominated previously obtained.
- 6.2 The votes for candidates thus proposed shall be taken by a show of hands or voting papers as approved by the Chair with resolution by a simple majority.
- 6.3 In the case of a vacancy occurring during the year among members of the Committee, or failure to elect a position at an AGM, the remaining members of the Committee shall be entitled to fill such vacancy by co-opting a suitable member.
- 6.4 Any member of the Committee may be removed at any time by a majority of two-thirds of the voting rights present at a General or Special General Meeting called for that purpose.
- 6.5 The Secretary shall keep full and correct minutes of all proceedings to be available at meetings.
- 6.6 No Committee member may hold a specific position for more than 5 years. They may be re-appointed to that position after a break of 2 years.
- 6.7 Any Committee member who has a personal or prejudicial interest in an item for consideration before a committee or working party must declare such an interest and, if deemed appropriate, be asked to leave the room during the debate.

7. FINANCE

- 7.1 The Treasurer shall submit accounts to each Committee meeting. The Treasurer shall keep correct accounts and books showing the financial affairs of the Association, which shall be subject to scrutiny by an independent person or persons to be appointed by the

Committee. An abstract of such accounts shall be made available to members at least one week before the Annual General Meeting.

7.2 Annual budgets will be prepared by the Treasurer for approval by the Committee.

7.3 The Treasurer shall receive and disburse all monies.

7.4 The Membership Secretary shall be responsible for maintaining a register of Members of the Association, payment, and for sending subscription notices to the Members each year.

7.5 The Treasurer or their nominee shall deposit all monies received in the Association bank account.

7.6 The financial year of the Association shall end on 31st December.

7.7 A bank account shall be kept in the name of the Association in a bank fixed by the Committee and all cheques shall be signed by any two of the Chair, Treasurer and Secretary.

8. PROPERTY and DISSOLUTION

8.1 The whole property of the Association belongs to the members.

8.2 The Association may be dissolved at any time by consent of no less than 75% of the membership.

8.3 Should the Association be wound up, any remaining assets will be donated to kindred clubs or associations as decided by the Members at a Special General Meeting and not distributed to Association Members.

9. MEETINGS OF THE ASSOCIATION

9.1 The Annual General Meeting of the Association shall be held in January or as soon thereafter as can be arranged, at which the Committee's Reports and the Treasurer's Statement for the previous year, as scrutinised, shall be submitted for approval. Office Bearers and Members of Committee will be elected and appointed for the ensuing year. Notification of the AGM will be 4 weeks prior to the deemed date and will include any proposed resolution to change the Constitution.

9.2 Each member organisation shall be entitled to cast one vote in respect of each resolution at a meeting of the association. Each member organisation must indicate on the day of the meeting the identity of the delegate who is to be casting the vote on behalf of their organisation. Resolution to be by simple majority.

9.3 A Special General Meeting of the Association may be called at any time:

(a) by the Secretary, on the instructions of the Committee,

(b) on a requisition signed by one third of the voting rights being handed to the Secretary requesting them to do so and stating the object for which the meeting is desired.

On receipt of a requisition from the members, the Secretary will give notice of the said meeting within 21 days and arrange for the meeting to be held within 42 days.

9.4 All meetings of the Association shall be convened by electronic means or by post, stating the object of the meeting, at least three weeks prior to the meeting.

9.5 At all meetings of the Association, one third of the voting rights shall form a quorum.

9.6 The Chair shall preside at all meetings of the Association and in their absence the meeting shall elect a Chair.

10. INSURANCE AND SUBSCRIPTION

10.1 The subscription for all members shall be set by the AGM.

10.2 Each member of the Association shall pay the annual subscription in advance one month after the AGM to the Association.

10.3 Subscription of a newly admitted member shall be due on admission.

10.4 Members of affiliated clubs will pay insurance at rates approved at the AGM. The Membership Secretary will keep a register of all rowers and provide such information to all race organisers. No person will be allowed to enter a race held under the rules of the Association in the name of an affiliated club without insurance.

11. LISTS OF MEMBERS, NOTICES

- 11.1 A list of all members of the Association and a copy of the Rules and Bye-laws shall be available on the Association website.
- 11.2 Every member shall furnish the Secretary of the Club with an up to date contact address and email address which shall be recorded in the Register of Members and any notice sent to such address shall be deemed to have been duly delivered after 3 days.

12. ALTERATION OF RULES and BYE-LAWS

- 12.1 The Committee and any member wishing to propose an alteration of or addition to the Rules of the Association, other than under clause 9.3, shall give notice at least 4 weeks before a General Meeting. There must be a Proposer and Secunder for the alteration. The Secretary will include the proposal within the Agenda for the meeting.
- 12.2 Any Member wishing to propose an alteration to the Bye Laws, other than under clause 9.3, may do so by submission in writing to the Committee.

13. SUSPENSION ETC.

- 13.1 Any member or individual within a member club who in the opinion of the Committee has wilfully persisted in the infraction of any of the Association rules, or otherwise misconduct themselves, shall be liable for suspension or be otherwise dealt with (other than expelled) by the Committee as they in their sole discretion may deem fit.
- 13.2 Any member who has not paid their annual membership shall not be entitled to attend meetings or enjoy benefits of membership. If subscriptions are not paid within 60 days of the due date they will be suspended unless due written notice has been received.
- 13.3 Complaints made to the Association about races, members, and child protection will be heard in a manner as defined by the prescribed procedures.
- 13.4 Appeals from members to the Association will be heard in a manner prescribed by the defined procedures.

14. GENERAL POWERS

- 14.1 The Committee shall have power to borrow money and to grant securities over the assets and undertakings of the Association or any part thereof, provided that all borrowings shall be sanctioned by majority approval at an Annual or Special General Meeting of the Association. The Association will be responsible for insuring such assets.

15. INTERPRETATION

- 15.1 Where the context so admits in Rules and Bye Laws:
- b) Words in the singular include the plural and vice versa.
 - c) "Member" means a member of the Association in terms of Rule 4.
 - d) Rules means all articles of this Constitution up to and including article 15; all other documents are considered to be Bye-Laws.
 - e) Any reference to "Association" means Welsh Sea Rowing Association.
 - f) Any reference to "Committee" means the Executive Committee.