

LANCASTER SCHOOLS' ROWING ASSOCIATION

1. **Name**

The Club shall be known as Lancaster Schools' Rowing Association hereinafter referred to as LSRA.
2. **Objective**

The objective of the Club is to provide junior rowing in partnership with in the Lancaster John O' Gaunt Rowing Club, local schools and colleges, and Lancaster Rowing Development Group.
3. **Membership**
 - a. Rowing Membership of LSRA shall be open to anyone under the age of 18 on September 1st of the preceding year interested in the sport based on the British Rowing Code of Conduct (see paragraph 11a below.) However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. These members will also be deemed Junior Members of Lancaster John O'Gaunt Rowing Club.
 - b. Volunteer Members of LSRA are all Full, Honorary and Volunteer members of the Lancaster John O'Gaunt Rowing Club.
 - c. Applications for membership shall be made to a Committee member and reported to the committee at the next opportunity.
 - d. Applicants for membership and members renewing their membership will abide by the Rules and Regulations of LSRA and British Rowing, the Governing Body.
 - e. If it is considered by the LSRA committee that the granting or continuation of membership would be detrimental to the aims and objectives of LSRA, by virtue of conduct or character likely to bring LSRA or the sport of rowing into disrepute or for some other similar good cause, the LSRA committee shall be entitled to refuse or withdraw such membership. A person who has been expelled from, or refused membership of, the Governing Body (British Rowing), shall not be eligible for membership. In doing so the committee shall provide full reasons for their decision and grant a right of Appeal to the membership in a General meeting.
4. **Subscriptions**
 - a. The rates of subscription shall be determined by an LSRA General Meeting and shall be due on election and, thereafter, on a monthly or annual basis at the discretion of the LSRA Committee.
 - b. LSRA will keep subscriptions at levels that will not pose a significant obstacle to people participating.
5. **Cessation of membership**
 - a. Any Member may resign giving one month's clear notice in writing to the Secretary.
 - b. Any Member violating any of the rules or regulations of LSRA or being adjudged guilty of unsatisfactory conduct may, by resolution of the Committee, be suspended or expelled.
 - c. Any Member so suspended or expelled may appeal to an independent Hearings Panel if such an appeal is approved by the

LANCASTER SCHOOLS' ROWING ASSOCIATION

Committee of LSRA. The panel may be drawn from the membership of LSRA or from other Clubs in the region. The panel will hear and receive evidence, reach a conclusion, affirm or reject the sanctions imposed as appropriate.

- d. Any hearings panel must give a fair and independent hearing to the appellant within an appropriate timescale. Hearings must not contravene the Human Rights Act 1998 or any other policies of LSRA and British Rowing.
 - e. A Member shall be deemed to have resigned from LSRA if he or she has not paid any subscription three months after it has fallen due.
6. **Officers**
The officers are Chair (Junior Development Officer of the Lancaster John O'Gaunt Rowing Club *ex officio*) and the Secretary and Treasurer of Lancaster John O'Gaunt Rowing Club *ex officio*.
7. **Club Committee**
The Committee of the Lancaster John O'Gaunt Rowing Club shall conduct the affairs of LSRA on the advice of the LSRA Officers.
8. **Voting**
All Full, Honorary and Volunteer members of the Lancaster John O'Gaunt Rowing Club shall be voting members of LSRA and are entitled to vote at all meetings of LSRA
9. **Liability**
 - a. The Committee shall manage the affairs of LSRA. Financial or legal liability incurred in the rightful exercise of their office shall not, however, be the personal liability of the Committee members, but shall be the responsibility of LSRA as a whole.
 - b. The Committee should ensure that adequate and appropriate public or preferably civil liability insurance is in place to cover all the activities of LSRA, its committee and Members.
10. **General Meetings**
 - a. An Annual General Meeting shall be held within 6 months of the end of LSRA's financial year. There shall be laid before the meeting a statement of accounts made up to the end of the preceding financial year.
 - b. Every Annual General Meeting shall appoint an independent accountant who shall at the conclusion of the next financial year examine the accounting records of LSRA, and report to the members on the income and expenditure accounts and balance sheet that are presented to the next AGM.
 - c. An Extraordinary General Meeting shall be called on the instructions of a simple majority of the Committee, or on a requisition signed by not less than 10 of the Members entitled to vote.
 - d. Not less than 14 days clear notice shall be given, specifying to all members the time and business of any General Meeting

LANCASTER SCHOOLS' ROWING ASSOCIATION

- e. Motions for discussion at a General Meetings not of origin from within the Committee, shall be lodged with the Secretary at least 7 days preceding the General Meeting, and be signed by 5 Members entitled to vote.
- f. At any General Meeting, a resolution put to the vote of the Meeting shall be decided by a show of hands, of those entitled to vote, except when more than one nomination has been received for an Officer, in which case voting will be by secret ballot.
- g. At any General Meetings the Chair will preside or, in his/her absence, a Chair for the Meeting will be elected by the voting members present.
- h. At any General Meetings not less than 10 Members entitled to vote shall constitute a quorum.
- i. Absences of Quorum: If after half an hour from the time appointed for the meeting, a quorum is not present, the Meeting, if called at the request of the Members, shall be dissolved. In any other case, the Meeting shall be adjourned until a time and place to be fixed by the Committee, providing at least 7 clear days notice thereof to the Members entitled to vote.
- j. Accidental Omission: Accidental Omission to give notice of a meeting to, or the non-receipt of notice of, a meeting by any member shall not invalidate the proceedings of a meeting.

11. Policies and Procedures

LSRA is committed to abide by the codes of conduct and guidance of British Rowing.

- a. **Equal Opportunities Policy**
LSRA will ensure that the talents and resources of all members are utilised to the full and that it will foster an environment free of discrimination on the grounds of gender, race, colour, disability, sexuality, age, marital status, occupation or political opinion
- b. **Grievance and Disciplinary Procedures**
An individual or member with a complaint about treatment by LSRA should set out their grievance, in the first instance to the Chair of LSRA. LSRA will seek to deal with complaints in a fair and timely manner, with reference to British Rowing Guidelines on Grievance and Disciplinary Procedures in Rowing.
- c. **Child Protection Procedures**
LSRA accepts the policy and procedures relating to Child Protection and the Protection of Vulnerable Adults as set out by British Rowing, and requires all members to accept them as a condition of membership.
- d. **Safety**
The Officers and Committee of LSRA have primary responsibility for safe practice within LSRA and for adopting the minimum standards advised by British Rowing.

LANCASTER SCHOOLS' ROWING ASSOCIATION

12. **Alteration of Constitution**

- a. This constitution shall not be altered, amended or rescinded except by a General Meeting of LSRA.
- b. A resolution to give effect to a change must be passed by at least 75% of the Members present at the General Meeting, and entitled to vote.

13. **Distribution of Profits**

In no circumstances can any profit be distributed to Members, but shall be used in furthering the objectives of LSRA.

14. **Termination**

- a. LSRA shall not terminate except by a resolution of a General Meeting convened for the purpose.
- b. A resolution to give effect to this must be passed by at least 75% of the Members present at the General Meeting and entitled to vote.
- c. Any residual assets shall be handed over to Lancaster John O'Gaunt Rowing Club or the sport's Governing Body for use by them for related community sports

15. **Power of Decision**

Any matter not provided for in this constitution shall be dealt with by the Committee whose decision shall be final.