**PRESTON KEELBOAT CLUB**

**Draft Constitution**

1. **Name** – The name of the club shall be ‘Preston Keelboat Club’ hereinafter referred to as ‘the Club’. The Club burgee shall be blue and feature the Preston Lamb.
2. **Objects** – The Club is established to pursue the following objects:
3. To promote and facilitate the sport of sailing within the 40 acres or thereabouts of Preston Dock (reputedly the largest single dock basin in Europe) hereinafter referred to as the ‘sport’.
4. To organise, manage and develop the sport for all members of the Club.
5. To negotiate with Preston Marine Services Ltd to achieve the best terms for launching, berthing, lifting and storage facilities and services at Preston dock and boatyard for Club members.
6. To promote and maintain the highest standards of technical competence and safety in the sport.
7. To uphold the rules of the sport.
8. To provide equal opportunities for successful participation by all sections of the community.
9. To arrange overland visits to other sailing venues if requested.
10. To generally promote the sport of sailing.
11. **Affiliation** – The Club will be affiliated to the Royal Yachting Association which is the national governing body for the sport and with other selected bodies which offer support for sport clubs.
12. **Membership** – All members are subject to this Constitution and any approved club rules and the regulations of the national governing body:
13. Membership of the Club is open to all persons provided they comply with this Constitution.
14. No person shall be refused membership on the grounds of their race, colour, creed, religion, gender, sexual preference, impairment or disability.
15. All applications for membership shall be accompanied by the appropriate annual membership fee (apportioned for the remaining part of the calendar / membership year) which shall thereafter be payable annually on the 1st January each year.
16. Members shall be enrolled in one of the following categories:
17. Standard Member – An individual not included in the other categories;
18. Family Member – Parents or guardians and their children under the age of 18 years;
19. Student Member – An individual in full time education and less than 25 years of age;
20. Temporary Member – An individual member for the duration of a training course or visit to Lancashire.
21. Honorary Life Member – A person elected by the Club at a General Meeting in recognition of their service to the Club and/or achievement in the sport.
22. **Suspension, Refusal or Termination of Membership**
23. The Management Committee is entitled to:
24. Refuse any application for membership on the grounds that such membership would be prejudicial to the objects of the Club as set out in section 2 of this Constitution;
25. Refuse renewal of any existing membership or terminate or suspend any membership for good and sufficient reason provided that the member concerned shall have the right to appeal and be heard by a sub-committee comprising members not party to the original decision.
26. The member may apply for reinstatement at the next general meeting.
27. Any member who fails to pay their membership fee by the 1st April may forfeit their right to representation on the Management Committee and at general meetings and shall be suspended from membership until the fee is paid.
28. Any member under suspension shall be barred from taking part in any activities of the Club.
29. The Management Committee shall inform the member in writing of a decision to terminate membership.
30. **Annual General Meeting (AGM)**
31. All fully paid-up members shall be entitled to attend Annual General Meetings of the Club and have a single vote (or 2 votes between Family Members) provided they are aged 18 or over.
32. The AGM shall be held each year at such place and time as the Management Committee shall decide provided that they shall be at intervals of approximately twelve months and be no more than 15 months from the date of the previous AGM.
33. Written notice of at least 21 days shall be given to all members.
34. The quorum for an AGM shall be 25% of the paid-up members.
35. At each AGM the following business shall be conducted:
36. Receive and approve the minutes of the previous AGM;
37. Financial accounts for the previous year to be presented;
38. Estimates for the next (current) financial year to be reported;
39. The Commodore’s report to be presented;
40. The election of officers to the Management Committee;
41. Any other business which has been notified to the Secretary in writing not less than 7 days prior to the AGM and deemed relevant by the Commodore.
42. **Extraordinary General Meeting (EGM)**
43. An EGM may be called upon the written demand of:
44. 33% of the voting membership; or
45. Two-thirds of the Management Committee; or
46. The Commodore.
47. Written notice of at least 14 days shall be given to all members and this must state the business to be considered.
48. The quorum for an EGM shall be 50% of the paid-up members
49. **Other Rules for General Meetings**
50. The Commodore or if s/he is not present a member of the Management Committee elected by the meeting to chair the meeting;
51. All members shall register with the Secretary before the start of the meeting;
52. All members shall have a vote in accordance with section 6a above;
53. All votes shall be determined by a simple majority but in the event of a tied vote the Commodore shall have a casting vote.
54. The Secretary shall keep minutes of the meeting and record all proceedings and resolutions.
55. **Election of Officers to the Management Committee**
56. The members of the Management Committee shall be drawn from the membership as defined in Section 4 of this Constitution.
57. All nominations of candidates for election shall evidence the consent of the nominee, be in writing, be seconded and received by the Secretary not less than 14 days before the AGM.
58. The Secretary to notify all members of the nominations not less than 7 days before the AGM.
59. Nominees shall be elected by a show of hands or a ballot if required.
60. If no action has been taken in accordance with the preceding paras 9 a-d posts may be filled by nominations and elections at the AGM.
61. **The Management Committee**
62. The Management Committee shall comprise:
63. Commodore / Chairperson
64. Vice Commodore
65. Honorary Treasurer
66. Honorary Secretary
67. Membership Secretary
68. Training & Safety Officer
69. Non-Executive Members
70. Voting is by a simple majority with the Commodore having a casting vote in the event of a tie.
71. The Management Committee shall be able to co-opt members and create sub-committees as time limited ‘task & finish’ groups for specified tasks and appeals.
72. Notice of 7 days shall be given for a meeting of the Management Committee and the quorum shall be 50% of the committee members although this can be waived by the Commodore if the business is urgent.
73. **Finance**
74. The income and property of the Club must be applied solely toward the objects of the Club as set out in Section 2 of this Constitution.
75. The Club shall have power to raise money by means of yearly subscription fees, sponsorship and grant income and other means approved by the Management Committee.
76. All monies shall be lodged in the Club’s bank account.
77. The Commodore, Vice Commodore, Hon Treasurer and Hon Secretary shall be authorised signatories to sign cheques and make payments on behalf of the Club by other means. Payments shall be made on two signatures of the Management Committee so resolves.
78. The financial year of the Club shall be the calendar year.
79. Notwithstanding the foregoing, for the purposes of administrative convenience and economy, the title to any property owned by the club shall be held in trust by the Commodore, Vice Commodore, Hon Treasurer and Hon Secretary and their successors on behalf of the Club.
80. In pursuance of the authority vested in the Management Committee by members of the Club, members of the Committee are entitled to be indemnified against any liabilities properly incurred by them on behalf of the Club.
81. **Amending the Constitution** – This Constitution may only be amended by a proposal passed by two-thirds of the voting members present and entitled to vote at an AGM or EGM of the Club.
82. **Dissolution of the Club** – Any resolution to dissolve the Club may be passed at any General Meeting provided that:
83. The terms of the proposed resolution ae received by the Secretary at least 28 days before the meeting at which the resolution is to be considered and
84. At least 14 days notice of the proposed resolution shall be given in writing by the Secretary to all members and
85. Such a resolution shall require the assent of two-thirds of those present and entitled to vote.
86. After all Club and Trustee liabilities have been cleared all remaining financial and material assets shall be given or transferred to local similar objects or to the Royal Yachting Association as determined by the meeting or otherwise used for the development of the sport.

END

*Dated this 5thJuly 2016. Enquiries and comments to Andrew Harris at 07885 448495 or* [*mail@andreweharris.co.uk*](mailto:mail@andreweharris.co.uk)