



## CONSTITUTION

Updated at the 2014 AGM

### **Mission**

To provide equal opportunities for high quality, affordable and accessible paddlesport activities and training for people in Totnes and the surrounding area, encompassing both recreational and competitive activities such as white water, sea, slalom, marathon, etc.

To be open to all who wish to participate, to encourage and facilitate the participation of those with disabilities and the socially disadvantaged as appropriate within the confines of the sport.

To support and facilitate the training and development of coaches and leaders so that they have skills and safety awareness appropriate to the level at which they operate. Financial support for training is at the discretion of the Committee.

Recognising that some members may wish only to paddle recreationally with peers, to support an appropriate and structured programme of trips and activities consistent with their wishes.

To be proactive in the development of paddlesport, the coaching scheme, and the legal framework governing access to water and the provision of outdoor activities.

To participate in and contribute as a club to community events and activities, including fund-raising events such as the annual raft-race, the Canoe Races, etc.

To encourage social activities and links among members.

### **Aims**

To attract members, and to acquire equipment and a base for operation which will enable the development all types of paddlesport within the Totnes area.

To develop the coaching and leadership skills in members which will permit the club to achieve excellence in all types of competitive and recreational paddling.

To continue to be a recognised sports club within Totnes.

### **Activities**

The club will normally hold a pool session once per month at the Totnes pool.

Each Spring and Summer the club will provide sheltered water paddling experience and coaching (Kayak and Canoe) on the local rivers and estuaries. Members will be able to follow the British Canoe Union programmes and gain personal progression awards in paddlesport. For higher level awards members may need to contract with commercial providers at their own expense although the Club will endeavour to offer training and assessment in these subject to having suitable coaches within the Club.

A programme of journeys on sheltered water will be available to complement and support this coaching programme

The club will provide the opportunity to experience surfing and sea paddling in suitable coastal locations.

Each Autumn and Spring the club will endeavour to provide a graded series of white-water experience

journeys and associated coaching. The Range of experience will normally include Grade 2 and Grade 3 white water.

If coaching expertise is available, the club will endeavour to provide coaching in other paddlesport disciplines such as sea, surf, canoe polo, rodeo, slalom and marathon. It will encourage and facilitate the participation of members in local and national competitions.

All the activities will be advertised to members via website, email, and by monthly digital newsletter.

## **Membership**

Membership is open to all.

Membership rates will be set annually for adults, children (under 18) and families. (A family is one adult or two partners plus all their dependent children under 18).

There will be a reduced rate of membership for those wishing to attend pool sessions and club trips only

Membership fees will be used wholly and solely for club related expenses.

All members MUST:

- Complete a membership form giving address and telephone (see Club website for current form)
- Sign the necessary disclaimers and agreement to abide by the constitution (see Club website)
- Pay the relevant fee
- If Parents of children under 18, sign a parental consent form (Appendix 1)
- Supply an email address
- Provide appropriate emergency contact details, name, mobile and land line telephone numbers
- Disclose any medical condition, temporary or permanent that may be relevant to paddlesport and their participation
- If children are taking part in training sessions a parent or guardian must be available bankside for all of the session to look after their child should they need to leave the session for any reason

## **Officers**

The club shall have the following officers, who will be elected at an Annual General Meeting, and who will serve to the next AGM after which they may be re-elected. An individual may hold more than one position if necessary.

The Officer positions are supported by the rest of the committee, some of whom will have specific roles additional to those below as shown on the website.

Any member may join the committee and the committee also includes all coaches.

### *Chairperson*

- To call, arrange and chair meetings.
- To arbitrate in the case of disputes between members.
- To liaise with the local community
- To produce a monthly newsletter including information on trips and courses

### *Secretary*

- To maintain a list of members and their email addresses

- To liaise with the national and regional BCU, forwarding information to the full Committee as necessary
- To take minutes at Committee meetings and the AGM, and circulate these to all committee members
- To advertise the club's activities as necessary

#### *Treasurer*

- To keep accounts of payments to and from the club
- To produce an annual report on finances for approval at the AGM
- To agree and set hire rates for equipment for non-Club members

#### *Welfare Officer*

- To be point of contact for all Child Protection and welfare issues
- To ensure all coaches have the correct training and are familiar with Club welfare procedures

#### *Safety Officer*

- To ensure trip planners and risk assessments are completed for all official club trips and sessions
- Responsible for ensuring Club activities and kit are safe and fit for purpose

### **AGM and EGM Meetings**

There will be at least one annual general meeting per year, normally in the Spring.

An Emergency General Meeting may be called by the agreement of at least four members and at least one month's notice to the whole Club by email.

A meeting will be quorate if it includes the Chairperson (or a deputised individual), plus two other officers and at least 3 adult members (i.e. six people in all).

Decisions will normally be taken by consensus. In the absence of consensus voting will be by simple majority. Only paid up adult members may vote.

#### *Changes to The Constitution*

The constitution may be amended by agreement of at least two thirds of the membership who attend a quorate Annual General meeting or Emergency General Meeting.

### **Committee Meetings**

Committee Meetings will normally be held every two months

A committee meeting will be quorate if it includes the Chairperson (or a deputised individual), plus two other officers and at least 3 adult members (i.e. six people in all).

### **BCU Affiliation**

The club will affiliate with the British Canoe Union to gain the advantages this confers for its members.

### **Fund-raising**

From time-to-time the club may engage in fund-raising for equipment, training or other club activities.

## **Winding Up**

In the event of the club being wound up its remaining assets will be distributed according to the decision of the club's officers. This must not be to the benefit of the club's officers or members.