

LONDON PHOENIX CYCLE CLUB – CONSTITUTION

1. The Organisation

- 1.1. The organisation is called London Phoenix Cycling Club.
- 1.2. The clubs colours are red, black, yellow and white.
- 1.3. Any change of Club colours should be agreed at the AGM.

2. The Membership

- 2.1. The club welcomes all applications irrespective of gender, sexuality, ethnic origin, ability and age (although for age see 2.2).
- 2.2. Full membership is open to all of 18 years and over.
- 2.3. Full members take part in club events at their own risk. The club will not take responsibility for damage to persons or equipment, before, during or after club events.
- 2.4. Junior membership is possible for under 18's when their parent/guardian is a member. Under 18's must be accompanied by their parent/guardian or another member nominated by the parent/guardian at all club events.
- 2.5. All members have to make some sort of contribution to the club each year (as indicated on the membership form).
- 2.6. Honorary membership is available. Proposals should be made for agreement at club meetings.
- 2.7. Temporary guest access is available to people wishing to join the club.
- 2.8. Club officials should serve a maximum of three consecutive years. Following one year out of office or in another role, individuals may stand for any role they wish in the next year.

3. Subscriptions

- 3.1. Subscriptions should be paid annually in advance.
- 3.2. Full membership subscription rates will be agreed at the AGM the previous year.
- 3.3. There will be a 50% discount on membership fees for the unwaged, OAPs, students and second claim members.
- 3.4. Full membership and guest access includes an invitation to join the virtual clubhouse, which is accessible only by members and invited guests.
- 3.5. Access to the virtual clubhouse website will be withdrawn if subscriptions are outstanding one month after they are due.
- 3.6. Junior membership is free. Junior members will not have individual access to the virtual clubhouse website.

4. Club finances

- 4.1. The club treasurer will hold the club account chequebook.
- 4.2. Club cheques have three possible signatories - the treasurer, plus two other club officials.
- 4.3. Club cheques require two of the three signatures.
- 4.4. Club account statements will be sent to and reconciled by the treasurer. The outgoing treasurer must take responsibility for changing bank details to those of their replacement.

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- 4.5. Petty cash will be held by the membership secretary to the amount agreed at the AGM to be spent at his/her discretion.
- 4.6. Club accounts will be presented for approval to the AGM by the treasurer or by someone nominated by the treasurer.
- 4.7. Substantial (over petty cash amount) financial commitments to be honoured by the club require the agreement of a simple majority of virtual clubhouse votes.

5. Meetings

- 5.1. Decisions at all club meetings (other than constitutional matters) will require the agreement of a simple majority. Those present may present proxy votes in writing.
- 5.2. Decisions on changes to the constitution will require a majority agreement of 2/3 in favour of those present.
- 5.3. A club Annual General Meeting will be organised every year by the club secretary in October or November.
- 5.4. At least 2 weeks notice will be given of the meeting on the virtual clubhouse and papers will be sent out electronically or posted to members at least 4 days in advance.
- 5.5. Proposals for club officials for the following year will be made at the AGM.
- 5.6. Requests for club affiliations will be proposed and voted on at the AGM.
- 5.7. Proposals for amendments to the club constitution must be made at the AGM, and submitted in writing to the membership secretary by the day before the AGM at the very latest.

6. Winding Up

- 6.1. On dissolution of the club any assets and property belonging to the club shall not be paid to or distributed among the members of the club, but shall be applied to such charitable purposes as the club members shall decide.

October 2007