

OXFORDSHIRE ATHLETICS ASSOCIATION CONSTITUTION

1. The Association shall be called the Oxfordshire Athletics Association.
2. The objects of the Association are:
 - (a) To encourage and direct Athletics in Oxfordshire.
 - (b) To organise annual Championships and competitions, and such other competitions as the Executive Committee may decide.
 - (c) To encourage and assist in the formation of clubs and associations for the purpose of developing Athletics in Oxfordshire.
 - (d) To bring the advantages of Athletics prominently before all County and Local Authorities.
 - (e) To ensure the observation of UK Athletics (UKA) Rules of Competition at all registered Athletics competitions in Oxfordshire.
3. The membership of the Association shall consist of:
 - (a) By election at the Annual General Meeting:
 - (i) The President
 - (ii) The Officers of the Executive Committee, which shall include the Chairman, Vice Chairman, General Secretary, Treasurer, Assistant Secretary, Road Running Secretary, Track and Field Championships Co-ordinator, Cross Country Secretary, Officials' Secretary, Coaching Co-ordinator.
 - (b) By election at the AGM or by the Executive Committee at any of its meetings.
 - (c) By affiliation:
 - (i) Athletics clubs and associations meetings having headquarters within Oxfordshire.
 - (ii) Oxfordshire Schools' Athletics Association (who shall have a representative on the Executive Committee, to be nominated by the Schools' Association).
 - (iii) Other organisations which are affiliated to the UKA and which promote athletics or whose members take part in athletics competitions.

Affiliations may be accepted and approved by the Executive Committee at any of its meetings, subject to the prior approval of the Area body.

4. General meetings:
 - (a) The Annual General Meeting shall be held before the end of October each year. An Extraordinary General Meeting must be called by the Executive Committee within 28 days of the receipt, by the General Secretary, of a requisition signed by not less than 12 persons entitled to vote at General Meetings, and stating the reason for which such a meeting is called.
 - (b) The right to vote at a General Meeting shall belong to:

- (i) The Officers and Members of the Executive Committee
- (ii) Two additional representatives of each affiliated club or association.

(c) The business of the Annual General Meeting shall be:

- (i) To approve minutes of the previous Annual General and of any Extraordinary General Meeting which may have been held during the previous year.
- (ii) To receive reports for the previous year from the Officers and team managers.
- (iii) To elect the President.
- (iv) To elect the Officers listed in clause 3 (a) (2).
- (v) To elect the Vice Presidents.
- (vi) To elect a maximum of 10 members of the Executive Committee.
- (vii) To consider and transact such other business as may have been specified on the notice convening the meeting.
- (viii) The General Secretary shall give at least 14 days notice of any General Meeting to every person entitled to vote at such a meeting. Such notice shall state the time and place of the meeting and the business to be transacted at it.
- (ix) There shall be a quorum of at least 6 members at any General Meeting.

5. The Executive Committee

- (a) The Committee shall consist of the Officers listed in clause 3 (a) (2) together with the members elected at the Annual General Meeting (see clause 4 (c) (6)). Team Managers for each area of activity, eg Men's Track & Field and other Officers as are deemed necessary by the Executive Committee for the proper running of the Association.

Attendance at Executive Committee meetings shall be open to representatives of affiliated clubs, which shall be entitled to one vote per club (in addition to votes registered by Officers and other Committee members).

- (b) The Executive Committee shall have the power of co-option.
- (c) The Executive Committee shall meet no less than 5 times a year.
- (d) There shall be a quorum of 6 Committee members for any Committee meeting.
- (e) The Executive Committee shall conduct the general business of the Association in accordance with the objects specified in the relevant UKA Rules for Competition for the twelve months following its election.
- (f) The Executive Committee shall have the power to deal with any matter connected with Oxfordshire Athletics not provided for in these rules.
- (g) The Executive Committee shall have the power to declare ineligible to compete in any of its competitions the members of any club, association or organisation or

school which shall have been suspended or expelled in accordance with Clause 4 (c).

- (h) A copy of the Minutes of each meeting of the Executive Committee shall be sent to the Honorary Secretary of the South of England AA not less than seven days before the next meeting of the Committee is to be held.

6. Subscriptions

- (a) Clubs, Associations and organisations shall subscribe according to a scale of fees based on a submitted membership as at 31 August each year.

Subscriptions shall be notified to the Treasurer appointed by the Oxfordshire Athletics Association.

- (b) Subscriptions shall be payable on election and on the 1 October in each subsequent year.

- © The Executive Committee shall have the power to suspend or expel any club, association, organisation or member whose subscription is six months overdue, subject to one month's notice, by recorded delivery letter having been given to the Secretary of the club, association, organisation or member concerned.

- 7. The finances of the Association shall be controlled by the Executive Committee who shall present to the Annual General Meeting a financial statement prepared by the Treasurer and duly audited.

- 8. Honorary Auditors shall be appointed by the Executive Committee.

- 9. The property of the Association shall be vested in two Trustees, who shall be responsible for the property of the Executive Committee. The Trustees shall be the President and Chairman of the Association.

- 10. In the event of the Association's being wound up or dissolved, after the satisfaction of all its debts and liabilities, if there remains any property or funding whatsoever, the same shall be transferred or paid to another appropriate organisation (whether or not charitable) established to promote amateur athletics in Oxfordshire; or, if no appropriate organisation exists, the property will be transferred and any funding given to the Governing Body for Athletics in England.

- 11. No alteration to the Constitution of the Association may be made except at a General Meeting, whether the Annual General Meeting or an Extraordinary General Meeting, called for the purpose. Notice of any proposed alteration must be made to the General Secretary not less than one month before the meeting is due to be held.

- 12. Any notice required by the Constitution shall be deemed to have been given if it shall be known to be sent to the last known address of the person entitled to it.

20th October 1995

Revised AGM – 21st October 2005
Revised AGM – 15th October 2010