



## **Constitution – Team TriGuru**

### **1. Name**

The club will be called Team TriGuru and will be affiliated to Triathlon England.

### **2. Club Aims and Objectives**

The aims and objectives of the club will be:

- To offer coaching and competitive multisport opportunities in triathlon
- To promote the club within the local community, surrounding areas and the sport of triathlon
- To ensure a duty of care to all members of the club
- To provide all its services in a way that is fair and inclusive to all club members
- To ensure that all present and future members receive fair and equal treatment

### **3. Membership**

Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs. However, limitation of membership according to available facilities is allowable on a non-discriminatory basis. All members will be subject to the regulations of the constitution and, by joining the club, will be deemed to accept these regulations and codes of conduct the club has adopted. People will be expected to join the club after attending 3 club training sessions. Members will be enrolled as full members.

The Club Committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the Club or sport into disrepute or likely to cause harm to other members. Appeal against refusal of membership may be made to a panel of three club members.

### **4. Sports Equity**

This Club is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of sports equity: Sports equity is about fairness in sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes equally accessible to everyone in society.

The Club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status. The Club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse. All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity. The Club will

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deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

## **5. Disclosure and Barring Service**

TriGuru is committed to safeguarding and promoting the welfare of everyone associated with the organisation and expects all staff and volunteers to share this commitment. TriGuru has a responsibility to ensure that anyone who is taking part in an activity or event that TriGuru is promoting, supporting or is clearly associated with, is safe.

All coaches will be required to complete Disclosure and Barring (DBS) checks (formerly CRB Checks) via British Triathlon and/or Triathlon England as appropriate:

- Where DBS checks are required they must be enhanced and current (less than 3 years old).
- Those working with under 18's must have a current enhanced check.
- Those working with vulnerable adults in an unsupervised setting must have a current enhanced check.

## **6. Discipline and Appeals**

All complaints regarding the behaviour of members should be submitted in writing to the Secretary. The Management Committee will meet to hear complaints within 21 days of a complaint being lodged. The committee has the power to take disciplinary action including the termination of membership. The outcome of disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing. There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within 21 days of the Secretary receiving the appeal.

## **7. Membership Fees**

Membership fees will be set annually and agreed by Management Committee or determined at the Annual General Meeting. Fees will be paid annually by January 31<sup>st</sup>.

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## **8. Management Committee**

The club will be managed through the Management Committee, these consist of:

**Mike Reeves:** Chairman

**Kathryn Reeves:** Treasurer

**Suzanne Hodkinson:** Club Secretary

**Janet Bunyan:** Membership Secretary

**Martin Cain:** Head Coach/Swim Coach

**Howard Bamber:** Kit Organiser

**Alison/Chris Blackshaw Mick Ashton:** Committee social members

**Social Media Team:** IT/Socials

**Martin Cain:** Safeguarding Officer \*

Only these members have the right to vote at meetings of the Management Committee. All committee members must be members of the Club. The Management Committee will be convened by the Secretary of the club and held no less than 1 time per year. The quorum required for business to be agreed at the Management Committee meetings will be 4. The Management Committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the club. The Management Committee will have powers to appoint sub-committees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business. The Management Committee will be responsible for disciplinary hearings of members who infringe the club rules/regulations/constitution. The Management Committee will be responsible for taking any action of suspension or discipline following such hearings.

The Committee shall have the responsibility for the management of the club, its funds, property and affairs. The property and funds of the club cannot be used for the direct or indirect private benefit of members other than as reasonably allowed by the rules and all surplus income or profits shall be reinvested in the club.

## **9. Finance**

All club monies will be banked in an account held in the name of the club. The Club Treasurer will be responsible for the finances of the club. The financial year of the club will end on December 31st. An audited statement of annual accounts will be presented by the Treasurer at the Annual General meeting. Any cheques drawn against club funds will have the signature of the Chair, Vice Chair or the Treasurer. No signatory is allowed to write a cheque to their self, this must be done by another signatory.

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**10. Annual General Meetings**

An AGM may be called by the secretary or chairman. Not less than 21 clear days' notice to be given to all members. The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts. Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM. Elections of officers are to take place at the AGM. All members have the right to vote at the AGM. The quorum of the AGMs will be usually 10% of the membership. The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for the EGMs will be the same as the AGM.

**11. Amendments**

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

**Declaration**

Team TriGuru hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:

*Mike Reeves*

Date: 15.04.2026

Name: Mike Reeves

**CLUB CHAIR**

Signed:

*SI Hodkinson*

Date: 15.04.2026

Name: Suzanne Hodkinson

**CLUB SECRETARY**

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