



Northern Wave Swimming Club Rules

1 Title

- 1.1 The Club shall be called “Northern Wave Swimming Club”, hereafter to be referred to as “the Club”.

2 Objectives

- 2.1 To provide swimming at all levels, complimentary aquatics activities, opportunities for social activities, training and competition both at home and abroad where ‘equality’ is practised, whilst encouraging healthier lifestyles for GLBT people and their friends. The Club is committed to treating everyone equally within the context of their activity, regardless of sex, ethnic origin, religion, disability, political persuasion or sexual orientation.
- 2.2 To maintain a membership size capable of sustaining the group objectives.
- 2.3 To create safe swim environments for Gay men, Lesbians, Bi-sexual and Transgender (GLBT) people and their friends of any nationality.
- 2.4 To support complementary events and activities across communities to further acceptance, awareness and understanding of GLBT people and communities.
- 2.5 To encourage and support competition, the Club will operate a subsidiary known as Northern Wave (Manchester) which will be a fully ASA constituted club. Any Member shall be entitled to join Northern Wave (Manchester) subject to acceptance of its constitution and payment of the relevant fee.

3 Membership

- 3.1 Membership of the Club shall be open to any person completing a Club membership application form, who makes an effort to get along with other members and pays the relevant subscription/joining fees as determined by the Annual General Meeting of the Club Members.
- 3.2 There shall be 2 of classes of membership available. These are:
 - 3.2.1 Active Member – an Active Member is a member that has swum at least twice in the last twelve months. An Active Member is entitled to be an Officer and to vote at General Meetings.
 - 3.2.2 Support Member – a support member is a member who is not an Active Member. A Support Member may not be an Officer and may not vote at General Meetings. Support Members shall cease to be Support Members after a period of three years, unless they renew their membership.

4 Disciplinary Matters

- 4.1 If a Member acts in a way that brings the Club into disrepute, then a Special General Meeting of the Officers may be called to investigate the matter. If the Member in question is an Officer, then they will not be permitted to take part in the initial meeting. After the meeting, the Member should be given a written explanation of what the Officers have decided and let them know they can appeal. If the Member appeals, another meeting comprising fewer and preferably alternative Members to those who made the original decision, will hear the appeal of the Member, and gain an understanding of the view of the original Officers. The appeals panel will then make a final decision.

5 Officers

- 5.1 The Officers of the Club shall be as follows:
Chair, Treasurer, Secretary, Social Representative
- 5.2 All Officers shall be elected at the Annual General Meeting of the Club, from and by the Active Members of the Club. The call to the Annual General Meeting should invite nominations for electable posts, which should be received no later than one week before the date of the Meeting.
- 5.3 At each year's AGM only half the Officer posts are to be up for election, to ensure stability and continuity throughout the Club's development.
- 5.4 Officers are elected for a two years period, but may be re-elected to the same office or another at the next election.

6 The Committee

- 6.1 The affairs of the Club shall be controlled by a Committee comprising of the elected Officers of the Club, along with any co-opted members. The Committee shall meet at agreed intervals and not less than four times per year.
- 6.2 The duties of the Committee shall be:
 - 6.2.1 to manage and develop the affairs of the Club on behalf of the Members;
 - 6.2.2 to keep accurate accounts of the finances of the Club through the Treasurer. These should be available for reasonable inspection by Members. Valid receipts will be kept for at least three years from the date of their payment, or longer, as required by grant fund agreements;
 - 6.2.3 to maintain a bank current account. The cheque signatories will be Officers of the club, being any two from Chairperson, Treasurer and Secretary;
 - 6.2.4 to encourage Members to take an active part in planning, co-coordinating and delivering Club events and activities;
 - 6.2.5 to co-opt additional Members to the Committee as it feels is necessary for effective operations. Co-opted members shall be entitled to vote at Committee meetings;
 - 6.2.6 to make decisions on the basis of a simple majority vote. In the case of equal votes, the Chair, or designate, shall be entitled to a casting vote.

7 General Meetings

- 7.1 The Annual General Meeting of the Club shall be held not later than the end of December each year. Active Members should receive twenty eight clear days notice about the Meeting, including an agenda and nomination form. Members must advise the Secretary in writing at least fourteen days before the date of the Meeting of any additional business to be moved at the Annual General Meeting.
- 7.2 The business of the Annual General Meeting shall be to:
 - 7.2.1 confirm the minutes of the previous Annual General Meeting and any Extraordinary General Meetings held since the last Annual General Meeting;
 - 7.2.2 receive the Club accounts for the year from the Treasurer;
 - 7.2.3 receive the annual Club report from an Officer;
 - 7.2.4 elect Officers;
 - 7.2.5 review Club subscription rates and agree them for the coming year;
 - 7.2.6 transact such other business received in writing by the Secretary or, time permitting, raised during the Meeting.

NB The agenda will provide for 'Any Other Business' at the discretion of the Chair, but Members are encouraged to refer other items to the Committee and give the required notice for important Annual General Meeting business.

- 7.3 Special General Meetings may be convened by the Committee or on receipt by the Chairman of a request in writing from not less than 10 Active Members of the Club at least 30 days before a proposed meeting date.
- 7.4 Nomination of candidates for Officers posts shall be made in writing to the Chairman at least one week in advance of the Annual General Meeting date. Nominations can only be made by Active Members and must be seconded by another Active Member of at least one year's membership. Consideration should be given to relevance of experience of nominees.
- 7.5 At all General Meetings, the Chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Committee Members attending.
- 7.6 Decisions made at a General Meeting shall be by a simple majority of votes from those Active Members attending the meeting. Only in the event of equal votes cast, the Chairperson shall be entitled to a casting vote.
- 7.7 A quorum for a General Meeting shall be 6 Active Members and 2 Officers of the Club.
- 7.8 Each Active Member of the Club is entitled to one vote at General Meetings.

8 Alterations To The Rules

- 8.1 Any proposed alterations to the Club Rules may only be considered at an Annual or Special General Meeting, convened with required written notice of the proposal. Any alteration or amendment must be proposed by an Active Member of the Club and seconded by another Active Member. Such alterations shall be passed if supported by not less than two thirds of those Active Members present at the meeting, assuming that a quorum has been achieved.

9 Dissolution

- 9.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Chairman shall immediately convene a Special General Meeting of the Club to be held not less than two months thereafter to discuss and vote on the resolution.
- 9.2 If at that Special General Meeting, the resolution is carried by at least two thirds of the Active Members of the club, the General Committee shall at such a date as has been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.
- 9.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the Active Members of the Club, but shall be given or transferred to some other organisation having objects similar to those of the Club.