

1. Title and purpose

The club shall be called 'Northern Navigators Orienteering Club', hereinafter referred to as 'the Club'. The Club shall be affiliated to and recognise British Orienteering as the governing body for the sport of orienteering in Great Britain. The Club shall also be affiliated to the North East Orienteering Association.

2. Aims and Objectives

The objects of the Club shall be :

- to encourage and promote the sport of orienteering within the local community and orienteering.
- to offer coaching and competitive opportunities in orienteering.

The club will aim to:

- ensure a duty of care to all members of the club.
- provide all its services in a way that is fair to everyone.

3. Membership

The categories of membership at any time shall be those currently determined by British Orienteering. All members shall be subject to the regulations of this constitution and, by joining the club, will be deemed to accept the regulations and codes of practice that the club has adopted.

4. Subscriptions

Membership fees will be set annually and determined at the Annual General Meeting on the recommendation of the Executive Committee. Fees are to be paid by annual subscription and shall be due on 1st January each year. Membership will cease if the fee is not paid by 31st March.

5. Management

- a. The officers of the Club shall be a Chairman, a Secretary and a Treasurer.
- b. The affairs of the Club shall be conducted by an Executive committee which shall consist of the Chairman, Secretary, Treasurer and four other members of the Club. The officers and other committee members shall be elected annually at the Annual General Meeting. If any vacancy should occur amongst the officers, the Executive committee shall have the power to fill the post until the next Annual General Meeting. The Executive committee shall have the power to :-
 - i. appoint additional officers and co-opt additional members, including a junior representative, who shall be entitled to vote in committee.
 - ii. appoint sub-committees and/or working groups as may be deemed necessary.
- c. The Executive Committee shall meet and act as required for the efficient conduct of the Clubs' business, at least four times per year. An appropriate officer shall maintain a Minute book and record in it the business of all meetings and the names of those present. A quorum for these meetings shall consist of four members of the committee.

6. Voting

All members of the Club present at a General meeting have the right to vote at that meeting. No proxy votes will be allowed.

7. 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.

- a. The financial year of the Club shall run from 1st October to 30th September each year. The accounts of the Club shall be balanced each year and submitted, after audit by two members of the Club, elected at a general meeting for that purpose, to the Annual General Meeting that follows the financial year end.
- b. All cheques written against Club funds, shall be signed by the Treasurer and by an officer or member of the Executive committee, appointed by the Executive committee as cheque signatory.

8. Rules of open competition and bye-laws

The rules of open competition and bye-laws will be in accordance with the regulations as laid down by British Orienteering.

9. Discipline and appeals

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary. The Executive Committee will meet to hear the complaint within 14 days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including the termination of membership. The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made, within 14 days of the hearing. There will be the right of appeal to the Executive Committee following disciplinary action being announced. The committee should consider the appeal within 14 days of the Secretary receiving the appeal.

All concerns, allegations or reports of poor practice or abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the Club's Child Protection Policy and Procedures. The Club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

10. Annual General Meeting

The Club shall hold an Annual General Meeting not later than two months after the end of the Club's financial year.

11. Extraordinary General Meeting

An Extraordinary General Meeting may be called by the Executive Committee, or by a written application to the Secretary, which is supported by 25% of the total voting membership of the Club.

12. Notices of meetings

- a. Any amendment to the constitution shall be proposed in writing to the Secretary, at least one calendar month before the Annual General Meeting or the Extraordinary General Meeting.
- b. The agenda of the Annual General Meeting or the Extraordinary General Meeting shall be sent to all members not less than fourteen days before the meeting.

13. Alterations to the Constitution

Alterations to this Constitution require a simple majority at the Annual General Meeting or any Extraordinary General Meeting that may be called under clause 11.

14. Dissolution

A vote to dissolve the Club requires the support of a majority of at least three-quarters of those present and voting at a properly convened General Meeting. In the event of such a vote, the Executive Committee will then be responsible for the orderly winding up of the Club's affairs.

After settling all liabilities of the Club, the Executive Committee shall dispose of the remaining assets to one or more voluntary organisations with objectives similar to those of the club.

15. Declaration

Northern Navigators Orienteering Club hereby adopts and accepts this constitution as a current operating guide regulating the actions of its members.

Signed - Mr.R.J.Cooper (Position Club Chairman) 1.8.12

Signed - Mr.M.B.Spence (Position Club Secretary) 1.8.12