

Constitution



Scottish Regional BMX Racing

Scottish Regional BMX Racing is an unincorporated, non-profit organisation:

1. Aim:

- 1.1. Support, Promote and Develop BMX Racing in Scotland.
- 1.2. Primarily but not limited to acting as a platform for its member clubs to host BMX Racing events in Scotland, that satisfy the criteria set out by British Cycling in its annual handbook, to provide a pathway for Scottish riders to achieve the necessary qualification criteria to gain access to the annually held British BMX Championships – herein known as “THE BRITS”
- 1.3. Publish a BMX Racing “Tech guide” for the Scottish Regional BMX Series and the stand alone “Scottish Open BMX Race” event based on the rules and regulations for BMX Racing, set out by British Cycling in its annual handbook.
- 1.4. Support and help to promote an annual stand alone “Scottish Open” BMX Racing event run by the host member clubs.
- 1.5. Uphold the rules of the sport.
- 1.6. Support and help to promote equal opportunities for successful participation by all sections of the community.

2. Membership:

- 2.1. Any Scottish BMX Racing specific cycling club with active members competing in either / or the Scottish Regional BMX Series or British National BMX Racing Series that is affiliated to Scottish Cycling shall be eligible to be members of Scottish Regional Racing.
- 2.2. All member clubs should be able to host BMX racing events, in particular host rounds of the Scottish Regional BMX series in order to facilitate Scottish riders with the opportunity to meet the criteria to qualify for “The Brits”.
- 2.3. All member clubs shall provide at least one suitably qualified and Scottish Cycling accredited Welfare Officer.
- 2.4. All member clubs will have the opportunity to host the annual stand-alone event known as the “Scottish Open”, the right to host the “Scottish Open” shall be rotated equally between the member clubs.
- 2.5. The member clubs will form a committee to oversee the running of Scottish Regional Racing and be known as the Scottish Regional BMX Racing Committee.

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2.6. The organisation may organise open events, competitions and community programmes to promote participation in BMX, and may charge reasonable entry fees.

2.7. All such events shall be deemed activities of SRBMXR carried out to further its main purpose.

2.8. Suspension, Refusal or Termination of Membership

2.8.1. The Scottish Region Racing Committee shall be entitled to:

2.8.1.1. Refuse any application for membership on the grounds that such membership would be prejudicial to the objectives of the organisation as set out in Rule 2 of this constitution.

2.8.1.2. Refuse or remove membership only for good reason (e.g., misconduct), and decisions must be fair and appealable.

3. Scottish Regional BMX Racing Committee:

3.1. The AGM shall be held each year at such time and place as determined by the Scottish Region Racing Committee, at approximately twelve-monthly intervals, but no more than fourteen months after the date of the previous AGM. Members of the member clubs will be invited to attend the AGM.

3.2. At each AGM the following business shall be conducted:

3.2.1. Receive and confirm the minutes of the previous AGM.

3.2.2. Presentation of the financial performance for the year.

3.2.3. Presentation of Chairpersons report.

3.2.4. Resignation of executive post-holders.

3.2.5. Election of a democratically elected executive post-holders who along with 2 delegates from each of its member clubs shall form a committee to be known as The Scottish Regional BMX Committee.

3.2.6. Any other business brought before the meeting which has been submitted in writing to the secretary not less than seven days prior to the AGM, and any other business deemed relevant by the chairperson.

3.3. The Scottish Regional BMX Committee shall stand for a term of 1 year.

3.4. All Executive post holders must resign their positions at each AGM.

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- 3.5. Any Executive post holder seeking re-election must do so in the usual democratic manner.
- 3.6. No limit shall be set on the number of times an Executive post holder can stand for re-election.
- 3.7. Committee members shall serve without remuneration.
- 3.8. An EGM may be called upon the written demand of:
- 3.8.1. The Chairperson.
 - 3.8.2. 2/3 majority of the Scottish Regional BMX Committee.
 - 3.8.3. Notice for an EGM shall be of a minimum of fourteen days' notice and stating the business to be discussed.
- 3.9. Rules for General Meetings
- 3.9.1. A minimum of 21 days' notice in writing shall be given to all member clubs, except in the event of an EGM where the notice shall be a minimum of 14 days.
 - 3.9.2. The Chairperson, or in his/her absence a Scottish Regional BMX Committee member selected by the meeting, will take the Chair.
 - 3.9.3. Each member / parent or guardian of the member clubs shall have one vote.
 - 3.9.4. All votes shall be determined by a simple majority. In the event of a tied vote, the Chair may exercise a casting vote.
 - 3.9.5. The Secretary shall keep the minutes of the meetings and record all proceedings and resolutions.
- 3.10. The committee shall meet regularly and keep minutes of all meetings.
- 3.11. The Scottish Regional BMX Racing Committee shall be elected as follow:
- 3.11.1. an executive committee of: Chairman, Secretary and Treasurer
 - 3.11.2. an extended committee of 2 x Delegate drawn from each member clubs committee, usually the chairman /or equivalent and 1 other committee member from a member club, who are able to make decision on behalf of their respective clubs.
- 3.12. The Scottish Regional BMX Committee shall meet on a regular basis, approx. monthly, but may be more / less frequent depending on business needs.

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3.13. The Chairman shall be responsible for organising timely meetings of the committee and shall send invites to all committee members by email no less than 7 days prior to a committee meeting stating a date, time and venue, along with a proposed agenda and inviting topics for discussion from the member clubs' delegates. Any topics for discussion brought forward from the member clubs should be with the Chairman no less than 2 days before said committee meeting.

3.14. The Executive committee roles shall have a responsibility to produce a report to the committee for each committee meeting, this report should be forwarded to the chairman no less than 2 days prior to a committee meeting taking place and be presented to the full committee at meeting.

3.15. In the case of any decision taken by democratic vote, each committee member shall have 1 vote each, in the event of a tie, the chairman shall have the casting vote.

3.16. In the event of a member of the Executive not being present at a meeting, a fellow member of the executive shall stand in as substitute and assume the absentee's role. In the event of a vote the member of the executive that is absent shall not be eligible to vote in said meeting.

3.17. In the event of a club delegate not being present at a meeting, a club will lose that delegates right to vote in any democratic vote, a club may not send substitute members to assume an absent delegate's position. A member club may make an application to the executive to change a delegate only once in a 12-month period, this application to change delegate must be agreed with the chairman a minimum of 2 days prior to the meeting where the change is to come into effect.

4. Finance

4.1. The income and property of SRBMX, however derived, shall be applied solely towards the objectives of the club as set out in the Aims section of this constitution.

4.2. SRBMX shall have the power to raise money by the means determined by the Scottish Regional BMX Committee.

4.3. A bank account shall be maintained in the organisation's name. The Chairperson, Treasurer and Secretary shall be authorised signatories to the bank account.

4.4. The financial year of SRBMX shall run from 1 January to 31 December

5. Non-Profit Status

- 5.1. Scottish Regional BMX Racing is a non-profit-making organisation.
- 5.2. All surplus income or profits are to be reinvested in the organisation.

6. Committee Roles and responsibilities:

6.1. Chairman:

- 6.1.1. Organise the timely running of committee ensuring all regional business is dealt with in a timely and unprejudiced manner.
- 6.1.2. Decide on any points of order.
- 6.1.3. Provide an annual report to the AGM on the activities of the region since the previous year.

6.2. Secretary:

- 6.2.1. Document all committee meetings and produce a set of minutes for approval no later than the next committee meeting.
- 6.2.2. Provide an administration service to the region.

6.3. Treasurer:

- 6.3.1. Maintain and produce financial accounts of the region's activities, ensuring review or audit that is requested by the wider committee happens in a timely manner.
- 6.3.2. Produce a Trading statement and Statement of Affairs for the AGM
- 6.3.3. Collate financial information to allow for the setting of budgets.
- 6.3.4. Document the distribution of funds and operate the banking system for regional income and expenditure.
- 6.3.5. Ensure all creditors are settled in a timely manner.

6.4. Committee Delegates:

- 6.4.1. Set dates, venues and facilitate trophy criteria for the regional race series.
- 6.4.2. Set race fees and registration process for a regional race series.
- 6.4.3. Communicate any Regional business back to their associated clubs,
- 6.4.4. Make decisions on regional business on behalf of their member clubs.
- 6.4.5. Request accounts be reviewed or audited.

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6.4.6. Appoint a Race Team to include an Admin service and Chief Referee for events.

6.5. The committee may delegate any functions to a sub-committee but must specify the scope of its activities and powers, the extent of which regional funds may be deployed. The sub-committee shall have a responsibility to report back to the full committee; the full committee may decide to wind up any sub-committee at any time or to change its mandate and operating terms.

7. Disclosure:

7.1. Annual Regional reports and statements of accounts must be made available for inspection by any member, and all Regional records may be inspected by any committee member, with reasonable notice.

8. Amendments to the Constitution

8.1. This Constitution may only be amended by a proposal passed by a majority of members present and entitled to vote at an Annual or Extraordinary General Meeting.

9. The Dissolution of the Organisation.

9.1. Any resolution to dissolve the organisation may be passed at any General Meeting provided that:

- 9.1.1. the terms of the proposed resolution are received by the Secretary at least forty-two days before the meeting at which the resolution is to be brought forward, and that
- 9.1.2. at least twenty-eight days of the proposed resolution shall be given in writing by the secretary to all members, and that
- 9.1.3. such a resolution shall receive the assent of two thirds of those present and entitled to vote.

9.2. If, upon the winding up or dissolution of the Organisation, after the satisfaction of all the Organisation's debts and liabilities, any remaining assets:

- 9.2.1. Shall not be distributed to members.
- 9.2.2. Must be transferred to the sport's governing body for use in community sport.

Constitution



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10. Declaration

It is hereby certified that this document represents a true and most up to date version of the Constitution of Scottish Regional BMX Racing.

SIGNATURES

Chair Person

Date

Secretary

Date

