

Barking Road Runners

Club Rules

As revised following the Annual General Meeting held on 18th October 2018



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(1) Club Name

The name of the Club is Barking Road Runners known hereafter as “the Club”.

(2) Location

The location of the Club is within the London Borough of Barking and Dagenham.

(3) Affiliation

The Club will be affiliated to the governing body of United Kingdom Athletics (UKA), via England Athletics (EA), and any other body to which affiliation would be advantageous to the Club.

(4) Object

The object of the Club is the promotion of amateur running. This will be achieved through:

- encouraging participation in and enjoyment of running and racing at all distances;
- celebrating achievement at both individual and Club level and in team events;
- sharing preparation, training and coaching for running and racing;
- encouraging good fellowship amongst Club members; and
- promoting and assisting in the promotion of running events in the local region.

(5) Club Kit

- a) The Club's primary colours will be white with dark blue.
- b) The Club's secondary colours shall be dark blue with orange.

(6) Management

The management of the Club is vested in the Committee. The membership and procedures of the Committee shall be as set out in the Committee's Standing Orders. These Standing orders shall be as agreed, or as amended from time to time, by the Committee.

(7) Membership

- a) Membership of the Club is confined to amateurs as defined by the governing body of United Kingdom athletics.
- b) A candidate must apply for membership in writing by completing a form provided for the purpose. The candidate will be considered a full member of the Club once a member of the Committee has approved their member application and their subscription fee has been received.
- c) Full Membership is limited to persons over the age of 16 years, but applications by persons under the age of 18 years must be signed by a parent or guardian.
- d) Junior Membership is limited to persons over the age of 11 years, one of whose parents or guardians is a Full Member. Responsibility for the conduct of the junior member rests solely with his/her parent(s) or guardian(s), who must ensure that the junior member is accompanied by his/her parent(s) or guardian(s) during training.
- e) Life Membership is in the gift of the Committee, to be awarded in recognition of noteworthy service to the Club. The costs of Life Membership are borne by the Club.

(8) Resignation

- a) A member intending to resign from the Club shall give notice in writing to the Secretary, and his/her membership terminates at that date unless s/he is financially indebted to the Club, in which case the Committee may withhold acceptance of the resignation until s/he has discharged that liability.
- b) Once resignation is accepted, confirmation will be given in writing by a member of the Committee.

- c) If a member of the Committee notifies the Secretary of his/her resignation from the Club, then that person shall immediately cease to be a member of the Committee, regardless of whether or not his/her resignation from the Club takes immediate effect.
- d) In the event of a member resigning part way through the year, no refund of annual subscription shall be made.

(9) Subscription

- a) The annual subscription for first claim membership, second claim membership and junior membership will be set by the Committee. The subscription year runs from 1 April to 31 March. New members joining part way through the year will pay the appropriate pro-rata subscription, based on the month of joining.
- b) Membership shall lapse if not renewed within one month of the renewal date.
- c) No member whose subscription is in arrears is eligible to take part in any competition promoted by the Club, to represent the Club in any event, to hold a Committee position or vote at any Annual or Special General Meeting.

(10) Annual General Meeting

- a) The Annual General Meeting shall be held in the month of October to receive the Committee's report and financial statement, elect the Committee for the ensuing year and deal with matters specified on the agenda. Any matters not specified on the agenda may be raised only if time allows.
- b) Details of the agenda and any other relevant documentation will be available by the Secretary a minimum of seven days prior to the meeting and will be posted to the Closed BRR Facebook page.
- c) If there are not nominations for any given Committee position in advance of the AGM, voting for that (or those) positions will be left until the remaining Committee positions have been elected. Members who were nominated for any of the other positions but were unsuccessful can then transfer their nomination to one of the vacant positions if they so choose.
- d) Ten per cent of the current first claim membership shall form a quorum at all annual general meetings. If a quorum is not present, that meeting shall be adjourned for two weeks and, upon re-convening the meeting, lack of quorum shall not prevent the meeting proceeding, and with decisions taken in accordance with the rules being quorate.
- e) Second-claim members may attend the AGM, but may not vote thereat.

(11) Special General Meeting

- a) A Special General Meeting (SGM) may be called, to discuss changes to the Rules or any other Club business too urgent to wait for the AGM, either by the Committee or by any 10 voting members petitioning the Club Secretary in writing.
- b) Two weeks' notice of an SGM must be given to members in writing together with the motion/s to be discussed. No other business shall be conducted.
- c) Other rules for the SGM will be as for the AGM.

(12) Minutes of Meetings

The Secretary will ensure that minutes are kept of all Committee and General Meetings and make such minutes available to members.

(13) Amendments to Club Rules

- a) No amendment, deletion or addition may be made to these Rules except by an Annual General Meeting or a Special General Meeting called for that purpose. Notice of any proposed amendment, deletion or addition must be given in accordance with Rules 10 and 11. Any member may submit to the Secretary a proposal for changing the rules, but the proposal should state in detail the text to be inserted, replaced, or omitted. The Committee shall assist the member in drafting the formal text of the proposal if he or she requests.

- b) Unless stated otherwise, any changes to Rule 14.1 (Most Improved Runner) shall not come into effect until the first day of November next occurring after the date of the Annual General Meeting or Special General Meeting at which they were approved.
- c) Unless stated otherwise, any changes to the following rules shall not come into effect until the day of the first race of the next series commencing after the date of the Annual General Meeting or Special General Meeting at which they were approved:
 - Rule 14.2 (Handicap Series)
 - Rule 14.3 (Grand Prix Series)
 - Rule 14.4 (Cross-Country Series)
 - Rule 14.5 (ELVIS races)
- d) Unless stated otherwise, any changes to Rule 17 (London Marathon Points) shall not come into effect until the day of the first race of the cross-country season commencing next after the date of the Annual General Meeting or Special General Meeting at which they were approved.
- e) Unless stated otherwise, any other changes to the existing rules shall come into effect immediately upon the closing of the Annual General Meeting or Special General Meeting at which they were approved.
- f) The Annual General Meeting or Special General Meeting may amend the text of a proposed rule change to correct a manifest error, or where the wording is insufficiently clear to convey the intended meaning, or to correct an apparent ambiguity. However, such an amendment cannot be approved by the meeting where it would affect the substantive meaning of the proposed rule change, including (but not limited to) the date upon which the proposed rule change shall take effect; in such a case, the meeting may direct the Committee to prepare a revised text to be voted upon at a subsequent Special General Meeting.

(14) Club Competitions

- a) The Committee will be responsible for the organisation of all Club competitions.
- b) Any protest or query regarding Club competitions will be dealt with in the first instance by the Captain who shall report to the Committee with his or her recommendation(s). The Committee's decision is final.
- c) Should any member start a race and sustain an injury during the race preventing them from finishing, they will be awarded the lowest points of the day for their gender.
- d) Should circumstance beyond the Committee's control lead to the cancellation or postponement of any race selected to be part of a Club competition, the Committee may, at its discretion, adjust the rules of that competition accordingly so that the competition may still take place.

(14.1) The Most Improved Runner

- a) The 'Most Improved Runner' trophy will be awarded annually to the male and female runner (one trophy each) who is considered by the Committee to have achieved the greatest improvement during the season.
- b) The recipient will be selected on the basis of official results including ELVIS, GPs, non-GPs, Handicaps and SECCL races.
- c) To be eligible for selection, an individual must have been continually a first-claim member for the preceding 12 months.

(14.2) The Handicap Series

- a) The Handicap Series will consist of seven races, all over a distance of 5 kilometres. Each race within the series for a particular year shall take place over the same course (unless circumstances beyond the control of the Club require otherwise). Race starts will be staggered according to members' handicaps.
- b) For the first race of the series members will be handicapped as determined by the Committee, based on: results from the previous season; a previous 5K race; or a parkrun. If a 5K time cannot be provided, then the first race by a member will be used to set their 5K handicap time and, as such, they will not receive competition points for that race.
- c) For subsequent races in a series members will be handicapped on the faster of their season's handicap or their fastest actual time of the season.

- d) Non-members may participate as a guest of the Club on the basis of a personal invitation, at the discretion of the Committee, but will not be eligible for competition points or prizes.
- e) Points will be awarded for the finishing positions on the basis of 100 points for first place, 99 points for second and so on. Each member's four best results will count towards their final score.
- f) Trophies will be awarded for first, second, and third place in the overall competition.
- g) In order to be eligible for a trophy each participating member must make himself / herself available to officiate at a minimum of one race.
- h) Each year, prior to the first race in the series, the Committee shall confirm the entry fee per person and the prize to be awarded to the winner of each individual race. The prize for each race within the series shall be the same. The winner of the prize for each race shall be the first member to cross the finish line.

(14.3) The Grand Prix Series

- a) The Grand Prix Series shall consist of a maximum of ten races. There shall be at least one 5 miles, 10 kilometres, 10 miles and half-marathon race.
- b) Points will be awarded for finishing positions on the basis of 100 for first place, 99 for second and so on, with separate points awarded for male and female finishing positions.
- c) Each member's six best results will count towards their final series score.
- d) Points are only awarded to first claim members.
- e) Races that make up the Grand Prix Series will run from 1st March to 31st October of the same year (selected races permitting) and will where possible be spread evenly to occur at least once in every calendar month and selected so as not to occur on consecutive weekends.
- f) Trophies will be awarded to male and female, for first, second, and third place.
- g) The hosting club/organisation's official results will be used for the Club's internal results/competition. Should a member wish to query a finishing time they should do so with the hosting club/organisation. Should the host not publish a runner's finishing time, the Club will take into account the member's watch time and finishing position to award points.

(14.4) The Cross-Country Series

- a) The Club's Cross-Country competition shall consist of all South Essex Cross Country League races occurring within the season in question.
- b) Points shall be awarded for finishing positions on the basis of 100 for first place, 99 for second and so on, with separate points awarded for male and female finishing positions.
- c) Each member's four best results will count towards their final score.
- d) Points are only awarded to members. Second-claim members shall only be entitled to points when representing the Club.
- e) Trophies shall be awarded to male and female for first, second and third. Place.
- f) The hosting club's official results shall be used for the Club's internal competition, except in the case of manifest error, in which case the Club will take into account the member's watch time and finishing position to award points.

(14.5) The East London fiVe Interclub Series (ELVIS)

- a) The Club's ELVIS competition shall consist of all ELVIS races occurring within the same calendar year, except for any race hosted by the Club itself.
- b) Points will be awarded for finishing positions on the basis of 100 for first place, 99 for second and so on, with separate points awarded for male and female finishing positions.
- c) Each member's four best results will count towards their final series score.
- d) Points are only awarded to members. Second-claim members shall only be entitled to points when representing the Club.
- e) Trophies will be awarded to male and female, for first, second, and third place.
- f) The hosting club's official results shall be used for the Club's internal competition, except in the case of manifest error, in which case the Club will take into account the member's watch time and finishing position to award points.

(15) Members' Cup

- a) The Members' Cup shall be awarded each year to the member judged by his or her fellow members to have made the biggest contribution to the Club in the year in question.
- b) The vote will commence three weeks prior to the last GP and will close approximately two weeks prior to the Annual Awards presentation evening.
- c) First Claim and Second Claim members shall be eligible to vote.
- d) Members cannot vote for themselves and the same member cannot win the Cup two years in succession.
- e) In the event that there is a tie for the Cup, all members with the same winning score will receive a trophy. The following year, none of these members will be eligible to win again.
- f) One of the winners of the previous year's Member's Cup shall be responsible for receiving and counting the votes cast.

(16) Charity of the Year

This will be voted for at the same time as the Members' Cup.

(17) London Marathon Points

The Club receives guaranteed London Marathon entries (places) for organising a drink station and for each 50 members affiliated to EA.

- a) To allocate these places to members, the Committee shall allocate points per Race/Job done as set out below so that, come the time to allocate the places, those members with the highest points will earn a place at the next London Marathon. A draw will be held if there are equal.
 - b) To be eligible for a marathon place on the basis of points awarded under this Rule, a member must have entered the race organisers' ballot for the year in question, and been rejected. The member must be able to provide either a printed notification or an e-mail from the race organisers, confirming that they failed to obtain a place through the ballot.
 - c) To be eligible for a marathon place members must be affiliated to England Athletics.
 - d) All entries will be allocated on the condition that the recipients raise funds for the Club's nominated charity. Failure to do so will render the person ineligible for future places.
 - e) Any Club place not allocated under Rule 17b shall be offered to the member(s) with the next highest points, subject to them meeting the other criteria set out in Rules 17c) and 17d).
 - f) Points for a place in a particular year's marathon shall be totalled from points earned for the following:
 - the cross-country season that finishes in the preceding calendar year; and
 - the ELVIS and Grand Prix races taking place during the preceding calendar year; and
 - in the case of all other points, during the period of twelve months ending on 31st October in the preceding calendar year.
- Points are not transferable from one member to another.
- g) The guaranteed race entries received by the Club for providing a water station shall be allocated first, using points calculated for each member in accordance with the table below. Any marathon place(s) received by the Club through its affiliation to England Athletics shall then be allocated in accordance with the same points, except that any points for the first 3 categories listed in the table shall be ignored.
 - h) Members allocated a marathon place will be requested to pay their membership for the following year (which would normally be due on 1st April) on the 1st January (to encourage they are still a member of the Club when they run the marathon).
 - i) Any member who already has a place (whether due to deferral, qualification as Good for Age, or because of any other reason) shall not be entitled to one of the Club's places for that year's marathon.
 - j) Where a member of the Club would earn points in his or her own right by helping at the water station, but:
 - is ineligible to enter the next London Marathon due to age; and
 - one of his or her parents also helped at the water station; and
 - that parent was a member of the Club at the time

then the ineligible member may be treated as a non-member for the purposes of awarding points, and the parent shall be awarded a point accordingly.

If both parents were members of the Club at the time, and both helped at the water station, they may notify the Committee as to which of them shall receive the benefit of the point to be awarded for their child.

	Job/Race	Points Value
1.	Drink Station Leader	7
2.	Drink Station helper	6
3.	Recruit helpers (for member on the drinks station only)	1
TOTAL FOR 1 - 3 ABOVE NOT TO EXCEED 10 POINTS		
4.	Marshalling at a Club handicap (in addition to the one required)	1 per race (max 2)
5.	At Committee's discretion for projects completed of benefit to BRR	5 (maximum)
6.	Running in a BRR Grand Prix race	2 per race
7.	Supporting at a BRR Grand Prix race	1 per race (max 4)
8.	Running in a BRR club entered Cross-Country race	2 per race
9.	Supporting at a BRR club entered Cross-Country race	1 per race (max 2)
10.	Running in an ELVIS* race	2 per race
11.	Supporting in an ELVIS* race	1 per race (max 3)

(18) Disciplinary Procedure

- a) If it appears to the Committee that any irregularity, breach of its Rules or other matter of concern has occurred it shall, at its discretion, appoint an individual (who need not be a Club member) or a Committee to investigate with such terms of reference as the Committee sees fit.
- b) If it appears to the Committee that a member is in breach of its Rules or that that person's continued membership of the Club is detrimental to the Club, the Secretary shall write to the member concerned setting out the alleged breach and invite the member to comment in writing by a specified date which, unless the Committee directs otherwise, shall not be less than 14 days after the letter was sent.
- c) The Committee shall consider any response at its next convenient meeting and if it is not satisfied that the Rules has been observed, or is satisfied that continued membership by the person in question is not in the best interests of the Club, it shall appoint a Disciplinary Committee, of not less than three and not more than five people, none of whom shall be directly interested in the matter otherwise than as Club members. The Disciplinary Committee shall make further enquiries as it thinks fit, shall afford to the person against whom the allegation has been made a reasonable opportunity to appear before it, accompanied and/or represented by a friend if s/he wishes, to answer the allegation brought against him/her, and shall hear such witnesses as s/he reasonably produces.
- d) If it is satisfied that a breach of the Rules has occurred or that continued membership by the person in question is not in the best interests of the Club the Disciplinary Committee may recommend to the Committee one or more of the following penalties:
 - to note the offence but take no further action;
 - warn the person concerned as to his/her future conduct and thereafter take no further action;
 - suspend or disqualify the person from athletics competition, coaching and/or administration for any period whether fixed or indefinite;
 - recommend to the Regional Association that the person concerned shall be disqualified from any involvement in athletics for any period whether fixed or indefinite;
 - such other penalty as the Disciplinary Committee shall consider appropriate in the circumstances.
- e) The Disciplinary Committee shall report its recommendation to the Committee in writing within seven working days and the Committee shall determine its decision as soon as practicable thereafter.
- f) A term of suspension starts from the time it is pronounced by the Committee unless otherwise stipulated and does not expire until the close of the day named in the decision.
- g) Every person suspended, expelled, disqualified or otherwise dealt with shall be notified in writing by hand, by recorded delivery post or by electronic transmission (i.e. email) within seven working days of the decision.

- h) The Club Committee shall, as it sees fit, transfer as many of its duties under the provisions of its Rules to such Disciplinary Committee as from time to time it shall set up.
- i) Any person suspended, expelled or disqualified by decision of the Club Committee may appeal against such decision as defined in BAF rules.

(19) Dissolution of the Club

After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:

- i the Club's most recently chosen "charity of the year" (in accordance with rule 16); and/or
- ii one or more charities which had been a "charity of the year" for a previous year; and/or
- iii another club with similar sports purposes which is a registered charity; and/or
- iv another club with similar sports purposes which is affiliated to a governing body as in rule 3 above; and/or
- v the Club's national governing bodies for use by them for related community sports.

(20) Welfare

- a) The Committee shall be responsible for ensuring that the Club as a whole is managed in a way that ensures the welfare of all members, as well as that of any family, friends, or guests who may participate in the Club's activities from time to time.
- b) The Committee shall appoint a member as Club Welfare Officer, to be the first point of contact for members or parents with concerns about the welfare of any person participating in the Club's activities. The Committee shall ensure that the Club Welfare Officer receives any training that is considered necessary for carrying out his or her role.
- c) Whenever practicable, the Committee shall appoint a second Club Welfare Officer, so that there shall be one Officer of either sex.
- d) In consultation with the members of the Club, the Committee shall publish a Club Welfare Policy, and also a Role Profile setting out the duties, etc. of the Club Welfare Officer.

(21) Any Other Matters

The Committee shall decide any matters not covered in these Rules.

Note

Anywhere these rules require a member (or the Committee) to provide a request or notification 'in writing', email or other electronic notification is considered to be 'in writing' as well as a written letter.