

The Constitution of the West Anglian Orienteering Club

This revision of the WAOC Constitution was adopted by an Extraordinary General Meeting held on 21 January 2016 at Woollards Lane, Great Shelford.

1. Title and Purpose

- The Club shall be called the “West Anglian Orienteering Club”.
- The Club shall be a member of the East Anglian Orienteering Association (EAOA) and shall be affiliated to the British Orienteering Federation (BOF).
- The objects of the Club shall be
 - to promote the sport of orienteering by offering coaching, recreational and competitive opportunities to everyone in Bedfordshire, Cambridgeshire and surrounding counties.
 - to ensure that everyone, both now and in the future, receives fair and equal treatment in all aspects of orienteering

2. Management

- a. The affairs of the Club shall be conducted by an Executive Committee, which shall meet and act as required for the efficient conduct of the Club’s affairs, but in any event not less than twice yearly. This committee shall carry out the decisions of the AGM or any general meeting. An appropriate officer shall maintain a minute book and record in it the names of those present and the business of the meetings. A quorum shall consist of at least five members of the committee.
- b. The Executive Committee shall consist of:
 1. The Chairman
 2. The Secretary
 3. The Treasurer.

These shall be known as the Officers of the Club and shall be elected annually at the AGM.

- c. The Executive Committee shall have the power to:
 1. Appoint additional officers (voting)
 2. Constitute sub-committees as deemed necessary
 3. Fill any vacancy that may occur amongst the officers.

3. Membership

- a. Members of the Club shall belong to one of four classes:
 1. Individual members.
 2. Family members – who join together.
 3. Group members – groups which cater for activities other than orienteering and whose members compete on an occasional basis.
 4. Youth groups and educational establishments – all the members except leaders must be under 21 on Dec 31st in the year of membership.

- b. Membership shall be valid for a period of one year subject to payment of the subscription appropriate to the class of membership.
- c. Membership fees are payable annually and are due on 1st January each year. The membership of any individual or group whose fee has not been paid by 31st March shall be deemed to have lapsed. New affiliations received after 1st October will count for the following year.
- d. Each of the classes of membership 1,2,3 and 4 shall be entitled to one vote at any AGM or General Meeting.

4. Finance

- a. The financial year of the Club shall be the Calendar Year. The accounts shall be balanced at 31st December each year and submitted, after independent audit, to the AGM.
- b. The auditors of the accounts shall be appointed by the Executive Committee.
- c. The audited accounts must be circulated with the notice of the AGM.
- d. All cheques written against the Club shall be signed by two Officers of the Club, of which one shall be the Treasurer.

5. Annual General Meeting

- a. The Annual General Meeting shall be held between 1st March and 30th April each year as decided by the committee.
- b. At least 14 days' notice shall be given, by posting on the club website, of the intention to hold the AGM or an Extraordinary General Meeting, and the agenda shall accompany this notice.
- c. An Extraordinary General Meeting may be called by the Executive Committee, or on application in writing to the Secretary supported by at least 10% of the total voting membership of the Club.

6. The Constitution

- 1. Any amendment to the Constitution shall be proposed in writing to the Secretary at least one calendar month before the General Meeting at which it is proposed to introduce the amendment.
- 2. A written copy of any proposed amendment shall be circulated with the notification of holding a General Meeting.
- 3. Any amendment to the Constitution shall be effected by a simple majority of an AGM or EGM of the Club.