

LIVERPOOL VICTORIA ROWING CLUB

RULES

TITLE, COLOURS AND EQUITY

- 1.1 The name of the Club shall be the LIVERPOOL VICTORIA ROWING CLUB.
- 1.2 The purposes of the club are to promote the amateur sport of rowing in the Wirral and community participation in the same
- 1.3 The colours shall be claret and gold.
- 1.4 The Club shall aim to ensure that all people irrespective of their age, gender, disability, race, ethnic origin, creed, colour, social status or sexual orientation, have an equal opportunity to participate in the sport of rowing at all levels and in all roles, whether as beginner, participant, performer, or as a coach manager, employee, administrator or official.
- 1.5 The Club shall at all times operate in accordance with the Policies and Guidance Documents of British Rowing.

MANAGEMENT

- 2.1 The Officers of the Club shall be President, Vice-Presidents, Chairman, Captain, three (3) Vice-Captains, Junior Co-ordinator, Honorary Secretary, Honorary Assistant Secretary, Honorary Treasurer, Honorary Assistant Treasurer, Water Safety Officer, Welfare Officer, Bar Manager and Premises Manager, all of whom shall be elected at the Annual General Meeting. Nominations for office should be given to the Honorary Secretary at least seven days before the meeting. The Annual General Meeting may also elect a retiring President whose term of office is agreed to have been such as to warrant particular recognition to the position of President Emeritus; this position will then be an additional Club office.
- 2.2 The management of the Club shall be entrusted to a General Committee composed of the Officers (except the Vice-Presidents unless they be individually elected) and not more than four members of the Club elected at the Annual General Meeting. In the event that two or three members are elected jointly to the office of Junior Co-ordinator only one of those members shall attend General Committee meetings. The General Committee will, in addition to its general remit in the management of the club, be concerned with the purchase and supply of intoxicating liquor, the day to day performance of these duties being the sole responsibility of the Bar Manager. The quorum shall be five. The Chairman, or in his absence a Committee member elected at the meetings, shall take the chair and in the event of a tied vote shall have a casting vote, not having participated in the original vote. The General Committee shall have the power to fill any vacancy on the Committee and to appoint sub-committees or members to special posts.
- 2.3 The Annual General Meeting shall whenever possible be held in September and shall in any case be held not later than the end of October. Extraordinary General Meetings may be called by the General Committee or by the written request of ten members to the Honorary Secretary. Notices convening General Meetings shall be issued to all members at least seven days before the date of the meeting. The quorum at a General Meeting shall be ten.
- 2.4 The Club's financial year shall be from 1st April to 31st March and audited accounts shall be presented to the Annual General Meeting in the following September.
- 2.5 The Honorary Auditors shall be appointed at the Annual General Meeting.
- 2.6 The Rules of the Club may only be amended at a General Meeting with the approval of at least two thirds of those present and voting. Proposed amendments must be given in writing to the Honorary Secretary at least fourteen days before the meeting who must issue them to the members at least seven days before the meeting. The same provisions shall apply to any proposal for dissolution of the club under the provisions of Rule 7.1.
- 2.7 Notices of meeting sent to the last notified address of a member shall be deemed to have been delivered.
- 2.8 The Trustees of the Club shall be appointed by the General Committee and the property of the Club (other than cash which shall be under the control of the Treasurer) shall be vested in them to be dealt with by them as the General Committee shall from time to time direct by resolution (of which an entry in the Minute book shall be conclusive evidence). The number of Trustees shall not be more than 4 nor less than 2. The Trustees shall hold office until death or resignation or until removed from office by a resolution by the General Committee which may for any reason deemed sufficient to a majority of members of the General Committee present and voting at any meeting remove any Trustee or Trustees from the office of Trustee. Where by of any such death, resignation or removal it shall appear necessary to the General Committee that a new Trustee or Trustees shall be appointed or, if the

General Committee shall deem it expedient to appoint an additional Trustee or additional Trustees, the General Committee shall by resolution nominate the person or persons to be appointed the Trustee or Trustees. For the purpose of giving effect of such nomination, the President is nominated as the person to appoint new Trustees of the Club within the meaning of the Trustee Act 1925 Section 36, and he shall by deed appoint the person or persons so nominated by the Committee as the new Trustee or Trustees of the Club and the provisions of the Trustee Act 1925 shall apply to any such appointment. Any statement of fact in any such Deed of Appointment shall, in favour of a person dealing bona fide and for value with the Club or the General Committee, be conclusive evidence of the fact so stated.

- 2.9** The Trustees shall be indemnified against risk and expense out of the Club property.
- 2.10** If at any time the Club in General Meeting shall pass a resolution authorising the General Committee to borrow money, the General Committee shall be empowered to borrow for the purposes of the Club such amount of money either at one time or from time to time and at such rate of interest and in such form and manner and upon such security as shall be specified in such resolution, and the Trustees shall at the direction of the General Committee make all such dispositions of the Club property or any part of the Club property and enter into such agreements in relations to the Club property as the General Committee may deem proper for giving security for such loans and interest. All members of the Club, whether voting on such resolution or not, and all persons becoming members of the Club after the passing of such resolution, shall be deemed to have assented to the resolution as if they had voted in favour of it.
- 2.11** The club shall be non profit-making and any excess of receipts over expenses shall be applied for the purposes of the club. No club member shall be eligible to receive payment unless employed by the club as a member of staff in which case the terms of employment must be approved by the General Committee without the member being present and agreed with the member on an arm's length basis.

MEMBERSHIP

- 3.1** Membership shall be available to all persons. All members will have one vote except as specifically provided for Junior members. Membership may be as a Full Member, Honorary Life Member, Active Associate Member, Associate Member, Junior Member or Recreational Member.
- 3.2** Honorary Life Members may be elected at a General Meeting and must be supported by at least three quarters of the members present. Only previously active members with a record of special and meritorious service to the Club may qualify for such membership and proposals may only be made by or with the prior approval of the General Committee.
- 3.3** An Active Associate Member is defined as a person who has previously held Full membership of the club but who no longer wishes to make use of the boats. An Associate Member is defined as a person who has previously held Full membership of the club but who no longer wishes to make use of either the boats or the training equipment.
- 3.4** A Junior Member is a member below the age of 18 years and will have the same entitlements as Full members except that their access to boats and training facilities can only be as members of the Junior squad unless specifically authorised otherwise by the Captain (with due regard to safeguarding) and they will not be entitled to vote at any meeting of the club except with regard strictly to rowing matters such as the election of Captain and Vice-Captains or any officers whose remit relates to Junior rowing. Junior members paying only the sessional subscription (Rule 4.3) shall not be entitled to vote on any Club matter and the General Committee will be entitled to limit the period for which such sessional payments may continue. The appropriate category of Junior membership for an individual will be determined by the school year; those in Year 11 will be J16 members in the period to March of that academic year and J18 thereafter. The change from J18 to Full membership will be determined similarly although this may not be coincident with the member's racing status.
- 3.5** A Recreational Member is a member who does not wish to compete in status events and does not have access to the fine racing boats but only to boats designated as recreational boats.
- 3.6** All those seeking membership of the Club will be provided with a Membership Pack. Any objections to election must be given in writing to the Secretary. In the event of there being an objection, the applicant will be advised of the grounds prior to the meeting of the Club Committee considering the application and the applicant will have the right to attend and to be accompanied. The Committee will make a decision by a simple majority. In the event of a refusal, the applicant will be advised in writing of the reasons for refusal. The following are grounds for refusal:
- Matters relating to the Child Protection Policy.
 - Matters relating to the Health and Safety Policy.
 - Previous membership issues, e.g. Debt.
 - Membership matters relating to other Clubs and British Rowing Ltd.
 - Unacceptable behaviour during pre-application activity.

An applicant who has been refused membership shall have the right of appeal to a panel appointed by the Committee. The applicant shall have the right to be given a personal hearing and to be accompanied. In the event of the appeal being refused and/or if the applicant has considered the procedure to be unfair, a review will be undertaken by a panel, comprising the Club's Honorary Solicitor, a Senior (e.g. Life) Member of the Club and a representative of British Rowing Ltd, who will report their findings to the Committee. The Committee will then re-consider the application.

Applicants for membership shall agree to adhere to the British Rowing Rowsafe Guide and Child Protection Procedures in Rowing.

Applicants for Rowing Membership must be able to swim at least 100 metres when dressed in normal rowing kit and shall sign a declaration to this effect on the application form. Applicants under the age of eighteen years must provide written approval of the application by Parent or Guardian.

- 3.7** Membership can be withdrawn by the General Committee for misconduct or non-payment of monies due to the Club. In cases of misconduct the member must be advised in writing at least seven days before the meeting of the General Committee that it is proposed to cancel the membership and that a personal appearance before the Committee is permitted. Such withdrawal must be approved by at least two thirds of those present and the vote must be conducted by ballot.

In cases of non-payment of monies due to the Club, the member must be advised in writing that membership is liable to cancellation, when the monies have been owing for six months. Such cancellation shall require only a simple majority in the Committee.

- 3.8** The General Committee shall have the power to reinstate members whose membership has been cancelled under Rule 3.7.

- 3.9** Officers are expected to discharge their responsibilities in accordance with the procedures published by British Rowing, for example but not exclusively those referring to water safety and to the safeguarding of children and vulnerable adults. Officers neglecting to do so may be removed from office by the General Committee. Such removal must be approved by at least two thirds of those present and the vote must be conducted by ballot.

SUBSCRIPTIONS

- 4.1** Honorary Life Members shall be exempt from payment of subscription.

- 4.2** The Subscription Rates for Full Members, Active Associate Members and Associate Members shall be determined by the Club in General Meeting, normally at the Annual General Meeting. The subscription for Junior membership will be a fixed proportion of the Full rate as follows: Junior Under 18 – 55%; Junior Under 16 – 45%; all subscriptions so calculated may be rounded to an amount convenient for monthly payment. The subscription for Recreational membership shall be determined by the committee.

- 4.3** A reduced rate of 50% of the subscription that would otherwise be applicable will be available to adult full-time students and to those who, by reason of place of residence or other reason deemed acceptable by the General Committee, are unable to make use of the Club facilities for 50% or more of the subscription year. A reduced rate of 40% of the subscription that would otherwise be applicable will be available to members who are unwaged and in receipt of Jobseekers Allowance or other similar benefit. Non-competitive Junior members who attend only for the Saturday Junior sessions will be required to pay only for each session attended at a rate determined by the General Committee. Full adult members who only cox will pay an annual subscription of 10% of the Full adult Member subscription. Family members (two or more Full Adult members living in the same household, or any combination of Full Member adults and Junior Members living in the same household) will pay a subscription at a rate reduced by 10% from the total subscription otherwise to be levied on those members.

- 4.4** The due date for payment in full of all subscriptions shall be 1st April each year and members paying in full within two months of the due date shall receive a discount of 5%. Alternatively, members may, by arrangement with the Hon. Treasurer, pay subscriptions monthly by standing order. In the event of such arrangement, Rule 4.6 shall be deemed to operate when any instalment is not received within 2 months of its due date. The Hon. Treasurer will be permitted to make arrangements with any individual to allow for smaller, more frequent or periodic payments to have regard to that individual member's circumstances provided the arrangements result in eventual full payment of the subscription due unless otherwise approved by the General Committee.

- 4.5** The General Committee shall have the power to waive part of the first year's subscription for a member joining during the year.

- 4.6** Members who do not pay subscriptions within two months of the due date shall be advised in writing that their name may after two weeks be posted in the Club and that after a further two weeks have the use of all rowing, training and social facilities of the Club withdrawn until payment is made. Members who do not pay their subscriptions within six months of the due date may have their membership withdrawn as in Rule 3.7

ROWING

- 5.1 The boating facilities may only be used at times approved by the General Committee and in accordance with the Safety Policy and any appendices thereto.
- 5.2 Members must adhere strictly to the Rules for Safety, which form an Appendix to these Rules and comply with instructions given by staff of Peel Ports,
- 5.3 Permission to use equipment must be obtained from the Captain or other authorised Officer.
- 5.4 Members using boats, oars and sculls shall assist in cleaning and housing them. All damage must be reported immediately to the Captain. Any member who wilfully or by gross carelessness damages any property of the Club or entrusted to the Club shall be liable to make good such damage. The cost of accidental damage shall be borne by the Club. The General Committee shall decide on the liability after hearing all available evidence. Any member not meeting the costs involved shall be liable to action under Rule 3.7.
- 5.5 The Captain or a member authorised by the General Committee shall be responsible for the selection of racing crews. Any appeal shall be heard by the General Committee.
- 5.6 No smoking, including e-cigarettes or similar, shall be allowed in the boats or in the boathouse.
- 5.7 Members may be given permission by the General Committee to house their own equipment in the boathouse but the Club will accept no responsibility for it.
- 5.8 The General Committee shall appoint a member to be responsible for submitting entries in Open Events. Entry fees for such events shall be paid to this person before the entry is made. The entry fee for a crew shall be divided equally amongst the members of the crew excluding the coxswain. No member shall be entered unless the fee has been paid.

GENERAL

- 6.1 The hours at which the Club may be open shall be decided by the General Committee.
- 6.2 At such times as the Club may be open, intoxicating liquor may only be sold subject to the local licensing hours in existence at that time.
- 6.3 Non-members attending the club for boating purposes only have no right to enter the lounge area if the bar is open unless they comply with the conditions in Rule 6.4.
- 6.4 Members may introduce guests to the Bar area, but no member may introduce more than three guests at any one time. The member and guests should sign the Visitors Book kept for the purpose behind the bar. The member must accompany the guests while they are in the Club and is responsible for ensuring that the rules of the club are adhered to. No person whose membership application has been rejected or whose membership has ceased following disciplinary action shall be admitted as a guest.

Intoxicating liquor may be sold for consumption on the Club premises to non-members of the Club who are attending a function organised or authorised by the General Committee. Such authorisation will only be given to functions booked by a member, who must be present at the function, for the celebration of an event of a private nature such as a wedding, birthday, anniversary or similar, or to other functions sponsored by a member subject to a maximum of eighteen such sponsored functions each year.

Intoxicating liquor will only be supplied on club premises by or on behalf of the Club. No Off Sales of intoxicating liquor will be made to any person other than a member.

- 6.5 These Rules shall be posted in the boathouse and each member shall be provided with a copy and shall agree to abide by the Rules.

DISSOLUTION

- 7.1 The members may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting. The Committee will then be responsible for the orderly winding up of the Club's affairs. After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:
- i) to another Club with similar sports purposes which is a registered charity and/or
 - ii) to another Club with similar sports purposes which is a registered CASC and/or
 - iii) to British Rowing Ltd for use by them for related community sports.