

Tyne Rowing Club

Annual General Meeting

7.00pm Thursday 12 November 2009

Club premises, Water Row, Newburn



Agenda

- 1 Welcome and appointment of chair for meeting
- 2 Apologies for absence
- 3 Minutes of Annual General Meeting held 16 October 2008
Circulated 8 November 2009
- 4 Report of the Committee for 2008-09
General and safety report circulated 8 November 2009. There will be a short presentation on safety by the Water Safety Adviser.
- 5 Accounts for 2007-08 and financial report for 2008-09
To be circulated
- 6 Amendments to the constitution
Proposals circulated 8 November 2009
- 7 Membership fees
Paper circulated 8 November 2009
- 8 Election of Officers and Committee for 2009-10
Committee nominations circulated 8 November 2009
- 9 Election of Trustee (on retiral of one of four current trustees)
- 10 Consideration of motions
Paper circulated 8 November 2009
- 11 Appointment of independent examiner of the accounts
- 12 Any other competent business (as notified in advance to the Secretary)

The formal meeting will be followed by informal open discussion on progress on the Club Development Plan and related matters, if not covered during the meeting.

There will be no club rowing during the meeting. All squads, if out, should boat no later than 6.00pm and be off the water by 6.40pm.

Colin Percy, Secretary
8 November 2009

Tyne Rowing Club

Minutes of Annual General Meeting - 16 October 2008

Draft for approval as a correct record at 2009 AGM

Present: G Sergeant, L Bray, G Coates, I Boyd, J Dalkin, M Colquhoun, C Percy, N Sprague, J Bell, L Miller, M Bell, J Mulholland, R Kernahan, D Symes, L Bray, C Parsons, L Gilbert, G Lash, L Michelson, D Higgins, C Miller, J MacBride, J Woodhouse, D Thirwell, P Kinnell, C Swaddle, K Lindsay, G Pringle, J Goddard, B Dalkin, G Wheeler.

Appointment of chairperson for the meeting

I Boyd as Chairman opened the meeting. He proposed that Nigel Sprague take the chair for the meeting. This was agreed.

1. Apologies for absence

A number of apologies were given and accepted.

2. Minutes of Annual General Meeting held 10 January 2008 and minutes of Special General Meeting to consider accounts held 5 June 2008

These had been circulated. Each was agreed as a correct record.

3. Report of the Committee

A written report put together by the Captain, C Parsons, had been circulated. The report mentioned the brand new steps, the burgeoning Learn to Row course, the major contribution of Community Coach, Gavin Coates, and the work of Alex Pattinson; there were new boats and events had been hosted.

Turning to rowing, it had been a very good year for the juniors, an outstanding one for the women with the club novice pennant at WEHARR, an inconsistent year for the men's squad and steady rowing by the vets. Last but not least was the win by a young Tyne crew of the Wyfold Challenge Cup at Henley.

The Captain rounded up by thanking everybody who had contributed to the life of the club over the year. Attention was drawn to the supplementary report by the Club Welfare Officer, as circulated. The meeting accepted the reports.

4. Water Safety Adviser's Report

The report by L Bray had been circulated in advance. She mentioned also a successful safety meeting with other river users the night before the AGM. The meeting accepted the report and the Captain thanked Liz for her work.

5. Financial report

The Treasurer M Colquhoun gave a brief update on club finances. It was explained that annual accounts were not yet ready and a special general meeting would be called to approve them as soon as feasible. He asked if there were any questions. A member asked re membership numbers. He reported no obvious major increase in overall numbers, but a full review of membership records was being done. In answer to a question, he said there had been no major donations, but a lot of fund raising activities, including social events. Rent

from Durham and Northumbria Universities were major items with a smaller figure from Ponteland High School. Major expenditure items included two new boats. Payments and matching income for the steps were coming through about the time of the meeting and would feature in the 08-09 accounts.

Looking forward to the next item, concern was expressed that the club may be living beyond its means, i.e. that basic subs might not be covering running costs. The new Chair said this issue, with other related financing issues such as long term funding for the community sports coach would be a priority for the new committee. The need for greater transparency in the annual accounts for fund raising activities was raised by a member. The Treasurer said he would endeavour to introduce more information on this in the annual accounts.

5. Membership fees

C Percy said information in the form of a discussion document had been circulated. The Committee had originally hoped to recommend a subscription fee increase at this meeting, but there was still work to do on the membership categories and size of the increase. The meeting agreed to postpone discussion on this until the special general meeting.

6. Election of Officers and Committee for the coming year

The outgoing Committee had made recommendations as circulated and these were agreed. They were as follows:

<i>Chair</i>	John Goddard
<i>Vice Chair</i>	Ian Boyd
<i>Captain</i>	Chris Parsons
<i>Vice Captain</i>	Laura Gilbert
<i>Vice Captain</i>	Dave Symes
<i>Secretary</i>	Colin Percy
<i>Treasurer</i>	Martin Colquhoun
<i>Members:</i>	Gary Pringle, Julian MacBride, Giles Sergeant, Gendie Lash John Mulholland

The meeting agreed thanks to the outgoing Chair and the Committee generally.

7. Consideration of motions

No motions had been submitted.

8. Appointment of independent examiner of the accounts

The decision made at the Special General Meeting in June to reappoint RJ Watson ACCA as the Independent Examiner was endorsed.

9. Any other competent business

N Sprague proposed from the Chair that I Boyd be appointed as a Vice President. This was agreed. The formal meeting then closed.

The meeting was followed by a brief discussion on the Club Development Plan.

Tyne Rowing Club

Committee report for 2008-09

For consideration at AGM 12 November 2009

Overview (and a bit of a look forward)

The year has been another tale of triumphs and challenges. Although the successes of the club have been possibly less headline grabbing, they are more widely spread across the club as a whole. We'll look first at some general points, then at rowing, next at Club admin and then at safety. There will be a separate report and finance.

On the ground, the completion and opening of the new steps last winter now provides invaluable extra capacity. Our thanks go to the team who put in so much effort to make them a reality, especially Rich Oakley, and acknowledgement is due to our funders. Our attention is now turning to bringing the clubhouse up to scratch in the short term (and looking at possible long term redevelopment). Those with skills and knowledge in the building field please make themselves known!

The club now has a new website. Thanks are due to Tracey Pitt for her years of effort behind the scenes of our online presence and also to Si Forster for taking the role forward. You can find it the new site at www.tynerowingclub.org.

During the summer Ponteland High School BC was wound up but Tyne has inherited its equipment and its current rowers. We will be working with the School Sports Partnership for Ponteland to promote indoor rowing in the school and its feeders and then to bring down students to the water here. The school may continue to support the Pont Schools Head in the spring.

Although not strictly within the remit of the club, we should mention the 175th Anniversary Tyne Regatta which the club hosted in the summer. An enormous amount of effort went into making the day happen and bringing the local councils, Port and other bodies on board. The day was a great success and the interest the councils showed is being carried forward productively for the club.

We lost our paid community sports coach, Gavin Coates, in the summer at the end of his funding and a big thanks to him for all his work, much of it beyond his strict job description. The club is currently focussing efforts on making best use of its volunteer coaches. During the year Colin Percy qualified as a Level 2 coach and Kevin Dobson is moving towards it. They are working with the novice and junior squads.

A part of the dividend from the Tyne Regatta and associated behind the scenes discussions is the assistance the Council, Newburn Activity Centre and others have offered in securing funding for a new community support coach (CSC) who will continue to take rowing to schools and into the community. We hope to appoint early in 2010.

To complement in part the CSC post with its focus on junior rowing, we are looking at adult participation and the recreational side - the new priority for British Rowing. There is £12,500 on the table for recreational boats (like those across the river), if we can match it, plus £4,000 for coaching then thrown in. The Committee will be looking at this at the first meeting after the AGM and views on this would be welcome - look at the Explore Rowing web page here for details - www.britishrowing.org/explore-rowing.

Finally acknowledgement of and thanks to all those who have helped behind the scenes, with help on catering, cleaning, newsletter, transporting, marshalling, time keeping, getting people in and out of the water, umpiring, fund raising, cutting ribbons, boat repairs, blade painting, offering the wisdom gained in long years of rowing and much more.

Rowing - Captain, Chris Parsons

The disruption to the junior squad with the departure of some to TURC is hopefully now at an end. The ex-Pont members are training along with the existing members of the squad under the expanded junior coaching team of David Robinson, John Mulholland and Colin Percy. The current focus of the squad is technique and fitness but as the days become longer again, I'm sure their attention will shift to racing and winning in the manner we have become used to in recent years.

The veteran squads have become a little more organised in the last year, with Graeme Wheeler attempting to corral the older vets into something approaching a coherent squad based around an eight, with some success including a win at the North of England Head. Some of the younger vets also attended the sculling camps in the summer and have taken on the sculling series with relish and success.

Winter 2008-09 saw the development of our first real novice squad, carrying on from the previous summer's Learn to Row intake. They made their racing debut at the Tyne Head in challenging conditions and continued to race together into the summer. They have now moved into the senior and veteran squads and are making some impressive contributions. The summer 2009 Learn to Row course was run under Laura, Colin and Kevin with the help of the ARA (as was) regional coaching mentor James Andrews. The course introduced another 12 adults to the sport and they have now gone on to form this year's novice squad.

The senior squads have continued to build on the improvements of recent seasons with the senior men achieving the highest result at eights Head of the River Race in March for 15+ years, 69th, with the second eight similarly impressing with a top 150 finish. The squad then broke down into smaller boats for the summer season, with two fours attending some of the major southern regattas and doubles competing on the local circuit. The two fours reached the finals of every event entered before Henley, where they both qualified in the Wyfold Challenge Cup. Having two boats qualify was a feat achieved by only 3 other clubs, demonstrating the strength of the squad. Unfortunately both crews drew strong opposition in the first round, going out in both cases.

The majority of the crews have stayed in the squad and are determined to improve on their performances this year. The success of the squad has brought new members into the fold as well, with many of the Northumbria Uni senior squad choosing to train and race under the Tyne banner. This has now meant that the senior men's squad contains more than 20 rowers and the fierce competition for places in the top boats under the coaching team of David Robinson, Graeme Wheeler, Chris Miller and Dan Thirlwell and coordinator Dave Symes.

The women, under coach Tony Rutter and coordinator Catherine Larcombe, have similarly expanded their numbers with a large influx from the novice squad moving up to the seniors. Last season was another year of dominance on the local circuit and success further afield as well. A solid performance at the Women's Eights Head of the River Race in March led to small boats for the summer and a number of successes, with both coxed four and double racing at Henley Women's Regatta. The double

achieved what may well be the club's best ever result, reaching the semi-final.

In summary the broad base of achievement and increasing participation makes the club ideally placed to prosper in the coming years.

Running the club - Secretary, Colin Percy

Chris has outlined the healthy state of rowing in the club. The Committee can report that the organisational and funding side of things is also fairly healthy but faces a number of challenges in order to support the hoped-for expansion in rowing at all levels. We have been updating the systems sitting behind accounting, membership and payment of subscriptions and hope that members bear with us if they receive a few more email asking for information.

The Committee elected a year ago has met every month (no holidays for us) and has rarely left the building before 10.00pm on each occasion. Thanks to my colleagues for this and for putting up with the interminable agendas and minutes. By the way, all Committee papers and minutes are available to members on request or by joining the online Yahoo! Groups club group <http://sports.groups.yahoo.com/group/tynerc/>. This may be superseded in due course by a member only area of the new web site.

Our Chair, John Goddard, spent much time encouraging the Committee to take a more strategic approach to rowing and club development and this was explained to a large audience at an informal open meeting on 7 July 2009. He, I and Chris have had meetings with a wide range of organisations, notably our two universities, the City Council, British Rowing, Newburn Activity Centre and a number of School Sports Partnerships. A second round of these meetings is about to happen and may lead, amongst other things, to a Newcastle Rowing Partnership.

Here is a selection of issues discussed at our monthly Committee meetings:

- Nov 08 - membership categories and fees, appointment of CWO and WSA
- Dec 08 - safety rules agreed, fund raising discussed
- Jan 09 - decided no subs increase, needed membership audit
- Feb 09 - junior coaching, community sports coach funding, kitchen, insurance
- Mar 09 - Tyne Regatta
- Apr 09 - coaching, need for special general meeting, Learn to Row
- May 09 - welfare report, web site, NUBC works
- Jun 09 - meetings with potential partners, forward budgeting
- Jul 09 - meetings with universities school sports partnerships, City Council
- Aug 09 - CSC funding, web site, water safety, DUBC sculling camp
- Sep 09 - subs levels, forward budgeting, taking on Pont HSBC & boats
- Oct 09 - Explore rowing, ergo timetable, annual accounts
- Nov 09 - AGM, junior subs level, constitution, use of fund raising money

During the year our Club Welfare Officer Alex Wilberz handed over the reins to Debbie Owens. Between them they dealt with a number of issues, but none that needed external help or advice. My thanks to them both for being on call at any time.

Officers and committee members during 2008-09 were:

John Goddard (Chair), Ian Boyd (Vice Chair), Chris Parsons (Captain), Laura Gilbert (Vice Captain), Dave Symes (Vice Captain), Colin Percy (Secretary), Martin Colquhoun

(Treasurer), Gary Pringle, Julian MacBride, Giles Sergant, Gendie Lash, John Mulholland (Committee members). Gary Pringle resigned part way through the year.

Water safety - Liz Bray, Water Safety Adviser

Incidents. There have been quite a number and I do know that not all have been reported either in the old incident book (which is still available) or using the online OARA system. I am concerned that there is reluctance to record the things that happen and it means we can't monitor risks as well as we should. However I do also think the club grapevine works quite well on the whole. The club's safety rules take account of local incidents and reflect the club's response. A separate summary of incidents in 2009 is available on the web site alongside this report and on the safety section of the notice board.

Events. There were safety issues with the following:

Rutherford Head 2008. Unacceptably long wait for start of Division 2 in extremely cold conditions and finishing as it was starting to get dark. All participants on and off the water were placed at risk (especially juniors) and the club was criticised. Our head races risk assessment, safety planning and advice to competitors have been revised to try and avoid a repeat.

Tyne Head 2009. Strong winds and choppy water conditions. Race was run with few problems and most seemed to have enjoyed the challenge. Novice rowers were potentially at risk but instructions are clear that participants should be competent and safety cover and planning was satisfactory for the wintry conditions.

RISK Assessments and Safety Plans. These are in place for all our water-based activities and reviewed regularly.

2009 Safety Improvement Plan. Progress has been relatively good on a number of action points but a priority for 2010 should be to have a club handbook. An annotated copy of the Safety Improvement Plan is available on the web site alongside this report and on the safety section of the notice board.

British Rowing Row Safe guidance. This sets out the different responsibilities for British Rowing, for clubs, coaches and individuals. There are a lot of responsibilities and as a club we need to recognise and act on them, particularly in promoting the guidance and a "*culture of safety*". I believe that Tyne RC does take safety very seriously and we have responded to the *Row Safe* requirement to set safety rules. These were agreed by the committee last December and are clearly displayed on the changing room walls, on the notice boards and on the website.

However, the number of incidents and near misses, illustrate that there is no place for complacency. There is a need to try and do more to promote safety and knowledge of the guidance and rules. My key message is that everyone needs to be just that little bit more aware of the need to look out for one another. Please don't just assume that "someone else" is doing this.

Thank you. I'd like to say my thanks again to the Committee, the coaches, John Mulholland as Regional Water Safety Adviser, and all club members who have helped out at capsized drills, in launches or on the waterside and those who have told me of incidents and concerns. It is all much appreciated and it helps me do my job and keep our members safe and our sport enjoyable.

Annual General Meeting 12 November 2009

Proposed amendments to constitution

Changes being proposed by the Committee are shown in red (if you have a colour printer) - additions are in underlined/red and deletions in ~~strikethrough/red~~

Tyne Rowing Club (founded 1852)

Constitution and Rules (Adopted by ~~Special General Meeting held on 21st day of August 2004~~ the Annual General Meeting on 12 November 2009)

1 Name

The Club shall be known as the Tyne Rowing Club (hereinafter known as “the Club”).

2 Objectives

The objectives of the Club are to provide facilities for and to promote, encourage and give instruction in the sport of rowing, including the participation of all members of the community.

3 The Membership

3.1 The membership of the Club is open to anyone interested in the sport of rowing regardless of ~~sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs~~ age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, social status, sexual orientation or political belief.

3.2 The Club shall have the following classes of membership:

3.2.1 Life Members – for full members who have given long service to the Club, elected at the discretion of the Committee~~who has paid 10 consecutive annual subscriptions as a full member;~~

3.2.2 Honorary Members - whom the Committee elect in recognition of their interest in, or services to, the Club or the sport of rowing;

3.2.3 Full Members – aged 18 or over ~~on 1st September in the relevant year;~~

~~3.2.4 Temporary Members – who wish to row with the Club or use the Club's equipment or facilities for a period not exceeding four months in any one year.~~ 3.2.4 Land Based Members - aged 18 or over and who wish to use only indoor equipment including rowing machines and the gym equipment;

3.2.5 Junior Members – under the age of 18; ~~on the 1st September in the relevant year~~

~~3.2.6 Associate/Social Members – do not have access to or use of Club boats, but do have access to land based training equipment~~

~~3.2.6 Parent/Helper/Volunteer/Social Members - for those who wish to assist the Club and its activities but not make use of its equipment (except for social facilities or as incidental to giving assistance);~~

~~3.2.7 Temporary members - to cover a range of circumstances including training courses where the club may require those using the club's facilities to join for insurance or other purposes~~

~~3.3 Applicants for membership and members renewing their membership will be asked to sign a form agreeing to abide by the rules and regulations of the Club and the sport of rowing.~~

~~3.4 A person who has been expelled from, or refused membership of, the Amateur Rowing Association, shall not be eligible for membership~~

3.53 If it is considered by the Committee that the granting or renewing of membership would be detrimental to the aims and objectives of the Club the Committee is entitled to refuse membership and shall provide full reasons for so doing.

3.64 Each member upon applying to join shall sign a declaration to the effect that they agree to follow the rules of the Club and that they recognise that rowing brings with it some risk and that they have a part to play in reducing risks. They shall state whether or not they can swim 100m. They shall also sign a medical declaration, saying whether or not they have any condition that might affect their ability to train or to row or restrict them from taking charge of a boat.

~~Each member upon joining shall sign the following declaration; "Name:~~

~~Upon acceptance into membership of Tyne Rowing Club I understand that rowing is undertaken at my own risk. I confirm that I do not suffer from any disability or medical condition, which may render me, unfit for strenuous exercise.~~

~~I also confirm that I am able to swim a minimum of 100 metres fully clothed.~~

~~Signed:~~

~~Signature of parent/guardian (if under 18):~~

~~Should a medical condition exist, this will not necessarily preclude you from membership/participation but it must be declared. Should you be in any doubt, advice should be sought from your family doctor".~~

3.5 Members bringing guests into the Club to row must ensure they complete an appropriate temporary membership form before rowing to ensure insurance cover.

4 Equal Opportunities Policy

The Club will ensure that the talents and resources of all members are utilised to the full and that no member receives less favourable treatment on the grounds of ~~gender, disability, marital status, creed, social class, ethnicity, age or sexual orientation~~ age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, social status, sexual orientation or political belief or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.

5 Member Welfare Child Protection Principles

The Club accepts the current policy and procedures relating to the child protection of children and vulnerable adults as set out by British Rowing the ARA and requires all members to accept them as a condition of membership. The Committee at its first meeting after the annual general meeting shall appoint a member to act as a Club Welfare Officer Child Protection Officer for the following year.

6 Entrance Fee

Each applicant for membership shall, if their application be accepted, pay an entrance fee, the amount which shall be determined from time to time by the members in general meeting.

7 Subscription

7.1 Life and Honorary Members not active in rowing and using only the Club's social facilities shall pay no subscription. Life and Honorary Members who are active in rowing from the Club's premises or otherwise make use of the Club's facilities and/or equipment (other than social facilities), Full Members, Land Based Members, Junior Members and Parent/Helper/Volunteer/Social Members shall pay an annual subscription.

7.2 The rates of subscription and fees for the storage/racking of members' boats in the Club's boat houses shall be determined from time to time by the members in a general meeting. Subscriptions and shall be due from a member immediately on being elected to membership and can be paid on a monthly basis or by calendar year at the start of the year, election and, thereafter, on or before the 1st September in each year.

~~Life members who are active in rowing from the Club's premises or otherwise make use of the Club's facilities and/or equipment (other than social facilities), full members, temporary, junior members and associate/social members shall pay an annual subscription.~~

7.3 The Club will keep subscriptions at levels that will not pose a significant obstacle to people participating. In exceptional circumstances the

Committee shall have the power to reduce the rate of subscription payable by an individual member in any category. The Committee shall also have the power to decide on the membership element of charges for training courses or similar where temporary membership is required.

8 Cessation of Membership

- 8.1 Any member may resign giving one month's clear notice in writing to the Secretary.
- 8.2 ~~A~~any member violating any of the rules or regulations of the Club or being adjudged guilty of any unsatisfactory conduct may, by resolution of the Committee, be suspended or expelled.
- 8.3 ~~A~~any member so suspended or expelled may appeal to an independent hearings panel.
- 8.4 ~~T~~he panel may be drawn from the membership of the Club or from other Clubs in the region.
- 8.5 ~~T~~he panel will hear and receive evidence, reach a conclusion and affirm or reject the sanctions imposed as appropriate.
- 8.6 ~~A~~any hearings panel must give a fair and independent hearing to the applicant within an appropriate timescale. Hearings must not contravene the Human Rights Act 1998 or any other policies of the Club or British Rowingthe Amateur Rowing Association.
- 8.7 A member shall be deemed to have resigned from the Club if they cease to make monthly payments or fail to pay make an annual payment, after due notice in writing, they have not paid by the 31st December the annual subscription which became due on 1 January ofst September of that year. They may ~~, however,~~ rejoin the Club ~~at any time during the year on payment of any arrears of subscription but otherwise without payment of an entrance fee, but~~ subject to the full provisions of Section 3rules 3.3, 3.4 and 3.5 above.

9 Eligibility to Vote and hold office

- 9.1 Only life and, full ~~, and associate/social~~ members shall be eligible to take office in the Club and to vote at its meetings. Members in other categories can be elected on to the Committee (to a maximum number of three), but shall not have voting rights.

~~and take part in the control of its affairs.~~

- 9.2 Any member who is under the age of 18 years shall not be eligible for election to the Committee of the Club.

10 Committee, the President and Vice Presidents

- 10.1 The Committee shall conduct the affairs of the Club as a whole and shall consist of a Chairman, Captain, two Vice Captains, Treasurer, Secretary and other officers as may be decided by the annual general meeting each

~~year are deemed necessary~~, together with up to seven ordinary members. ~~(of whom a maximum of three may be associate/social members).~~ The Committee can co-opt members in any category between annual general meetings, but they shall have no voting rights.

- 10.2 Nominations for the positions of Chairman, Captain, Vice Captains, Secretary, Treasurer, other officers and other members of the Committee shall be proposed by the Committee or put forward in the form of a motion under the terms of ~~item rule~~-13.4.
- 10.3 The Committee may elect a Vice Chairman from amongst its members.
- 10.4 The term of office shall be one year and members of the Committee shall be eligible for re-election.
- 10.5 The Club shall have a President and so many Vice Presidents as shall be fixed from time to time at the annual general meeting. Nominations for the position of President and Vice President shall be put forward in the form of a motion under the terms of ~~item rule~~ 13.4. The President and the Vice Presidents shall be entitled to attend ~~(but not vote at)~~ meetings of the Committee, but they cannot vote unless they have been elected to office or as a member of the Committee under items 10.1 to 10.4.

11 **Duties of the Committee**

- 11.1 The Chairman will preside at all general meetings of the Club and at all meetings of the Committee and shall be responsible for guiding the activities of the Club in accordance with its general policy as expressed by the majority of its members. The Chairman shall represent or arrange for representation of, the Club at ~~British Rowing ARA~~ regional level and at meetings of other organisations. The Chairman shall ex officio be a member of any other Committee of the Club.
- 11.2 The Captain will responsible for training and, ~~coaching, for and~~ representation of the Club in competitions and for organising the Club's own competitions.
- 11.3 The two Vice Captains will be responsible for assisting the Captain in the tasks set out in 11.2 and looking after the repair and maintenance of the Club's fleet of boats and equipment, ~~and the Club's premises.~~
- 11.4 The Secretary will be responsible for the general administration of the business of the Club, including the organisation of meetings of the Committee and of the Club and the recording of minutes relating to such meetings ~~and all correspondence relating to the general business of the Club.~~
- 11.5 The Treasurer will be responsible for the collection and disbursement of all monies belonging to the Club and will keep proper accounting records of all such transactions. He or she will present to the members ~~at a t the~~ annual general meeting each year a balance sheet and income and expenditure accounts showing the Club's financial position and the results of its transactions for the previous financial year.

11.6 The transactions of the Club will be conducted through a bank account and will require the signatures of any two of the Chairman, Captain, Secretary, Treasurer or any other member of the Committee who has been designated for that purpose.

12 Club Committee

12.1 The Committee is responsible for the general conduct of the Club's business and activities.

12.2 The Committee will meet at regular intervals during the year, as required by the business to be transacted, but no less than 6 times in each year.

12.3 Special meetings of the Committee shall be called by the Secretary on instructions from the Chairman, or not less than 3 committee members.

12.4 A quorum shall consist of not less than four members.

12.5 In the case of a casual vacancy among the Committee, the Committee shall be entitled to appoint another eligible person to act until the next annual general meeting.

12.6 The Committee shall have the power to make rules and regulations concerning the use of boats and the Club's facilities and equipment by members and their guests and shall post a list of such rules and regulations on the Club's notice board immediately after the same shall be made.

12.7 The Committee shall have the power to create any sub-committee it may deem desirable and the Committee shall appoint the Chairman and Secretary of any such sub-committee and shall define the sub-committee's responsibilities.

12.8 The Committee shall have the power to invite members of the Club, including junior members, ~~and~~ officers of other rowing clubs using the Club's facilities and others with an interest in Club activities from time to time to attend (but not vote at) meetings of the Committee

13 General Meetings

13.1 An annual general meeting will be held in the autumn of each year.

~~13.2~~ There shall be laid before a general meeting (which can be the annual general meeting) ~~the meeting~~ a statement of accounts made up to ~~the 31st day of the month of~~ August immediately preceding.

~~13.23~~ A special general meeting will be called on the instructions of a simple majority of the Committee, or on a requisition signed by not less than ten of the members of the Club entitled to vote.

~~13.34~~ Not less than 21 days clear notice shall be given, specifying to all members the time and business for the general meeting.

- 13.45 Motions for discussion at an annual general meeting not of origin from within the Committee shall be lodged with the Secretary at least 7 days preceding the annual general meeting and be signed by ten of the members of the Club who are entitled to vote.
- 13.56 At any general meeting a resolution put to the vote of the meeting shall be decided by a majority of those entitled to vote and present on a show of hands, except when more than one nomination has been received for a position on the Committee, in which case voting will be by secret ballot.
- 13.67 At all general meetings the Chairman will preside, or in his/her absence, the voting members present will elect a Chairman for the meeting.
- 13.78 At all general meetings not less than ten members of the Club entitled to vote shall constitute a quorum.
- 13.89 If, after half an hour from the time appointed for the meeting, a quorum is not present the meeting, if called at the request of the members, shall be dissolved. In any other case the meeting shall be adjourned until a time and place to be fixed by the Committee. -If a quorum is not present within half an hour of the time appointed for an adjourned meeting, the members present shall be a quorum.
- 13.910 Accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by any member, shall not invalidate the proceedings of the meeting.

14 **Liability**

The Committee shall manage the affairs of the Club. Financial or legal liability incurred in the rightful exercise of their office shall not, however, be the personal liability of the Committee, but shall be the responsibility of the Club as a whole. The Committee should ensure that adequate and appropriate public or preferably civil liability insurance is in place to cover all the activities of the club, its committee and members.

15 **Alteration of Constitution**

- 15.1 This constitution shall not be altered, amended or rescinded except by a resolution passed at an annual general meeting or a special general meeting of the Club.
- 15.2 A resolution to give effect to an alteration, amendment or a rescission of any part of the constitution must be passed by at least two thirds of the members present at the general meeting and eligible to vote and voting in favour.
- 15.3 Where any alteration or amendment to the constitution involves a change in the hours when intoxicating liquors shall be supplied, the rules relating to the supply of intoxicating liquors set out in ~~rule~~item 23 or the objects or terms of membership of the Club, the Secretary of the Club shall give

written notice of the alteration or amendment to the Chief Fire Officer, Chief Officer of the Police, the Clerk of the Local Authority, and the Clerk to the Licensing Justices within 42 days of the alteration or amendment.

16 **Independent examinerAuditer**

Every annual general meeting shall appoint an independent examiner~~auditer~~ who shall at the conclusion of the next financial year examine the accounting records of the Club and report to the members on the income and expenditure accounts and balance sheet ~~when that are~~ presented to a general meeting under 13.2 above~~the next AGM~~.

17 **Distribution of Profits**

In no circumstances can any surplus income be distributed to members, but any surplus income earned shall be used in furthering the objects of the Club.

18 **Termination**

18.1 The Club shall not be wound up except by a resolution of a special general meeting convened for the purpose and, in such an event, any surplus assets after settling all liabilities of the Club shall be handed over to one or more of the following:

18.1.1 ~~another club with similar sports purposes which is a registered charity; and/or;~~

18.1.2 ~~another club with similar sports purposes which is a registered community amateur sports club; and/or;~~

18.1.3 ~~the Club's national governing body for use by them for related community sports.~~

18.2 A resolution to wind up the Club must be passed by at least three quarters of the members present at the special general meeting and eligible to vote and voting in favour.

19 **Club Property**

19.1 Four members of the Club shall be the Trustees in whom the freehold or leasehold property at the Club shall be vested. Every vacancy among the Trustees that shall occur from time to time shall be filled by election at the annual general meeting next after the occurrence of the vacancy, the election to be decided by a ballot, which shall be conducted in the same manner as the ballot for the election of the Committee.

19.2 A Trustee may resign from office by giving notice in writing to the Secretary of his or her wish to do so, and a Trustee may be removed from office by a majority vote of the members present and entitled to vote at an annual general meeting. Unless so removed, every Trustee shall hold office until he or she resigns or ceases to be a member of the Club.

20 Club Colours

The colours of the Club shall be black and white. The Committee shall have the power to approve rowing uniforms and the design of the Club colours used on club equipment. Any member competing as a member of the Club shall wear one of the approved rowing uniforms.

21 Power of Decision

Any matter not provided for in this constitution or any question over the interpretation of it shall be dealt with by the Committee whose decision shall be final.

22 Safety

22.1 The Committee at its first meeting after the annual general meeting shall appoint a member to act as Water Safety Adviser for the following year, whose duty it will be to understand the requirements of current the British Rowing ARA-C guidance and codes of Practice on for-water safety and advise on their prominent display, their observation and their implementation at all times. The Water Safety Adviser shall attend and report to committee meetings as required.

22.2 All members shall agree, as a condition of their membership, to abide by the current British Rowing ARA-C code of Practice on for-Wwater Ssafety.

23 Club House and Bar Opening Hours

23.1 The Clubhouse shall be opened and closed at such times as the Committee shall from time to time appoint.

23.2 The supply of intoxicating liquor shall be permitted under the Club's Registration Certificate between the hours of 11.30am to 2.00pm and between 4.00pm and 10.30pm on Mondays to Saturdays and between 12.00noon and 2.00pm and between 7.00pm and 10.30pm on Sundays, Christmas Day and Good Friday or at such other times as may be granted by the Licensing Authority under Special Orders of Exemption.

23.3 No intoxicating liquor shall be supplied for consumption off the Club premises, except personally to a member who is at the time on the Club premises.

23.4 The bar shall be under the control of the Committee.

23.5 Intoxicating liquor may only be supplied by or on behalf of the Club to members of the Club who have attained the age of 18 years or their bona fide guests for consumption on the premises and at the expense of the Club member.

- 23.6 Any guest who is introduced in to the Club house by a member must sign the guest book at the Club and the member making the introduction must also countersign.
- 23.7 Persons who are members of a Club affiliated to British Rowing ~~the Amateur Rowing Association~~ and who are using the Club's facilities at the invitation of the Club or as part of an event affiliated to British Rowing shall be deemed to be guests of the Club on the day of their visit and shall not be required to sign the guest book.

Membership categories and fees for consideration by Annual General Meeting - 12 November 2009

Existing			For consideration at AGM				
Category	Year	Month	Category	Year	Month	Multiplier	% increase
Entrance fee	-	-	Entrance fee	-	-	N/A	N/A
Life member	-	-	Life member	-	-	N/A	N/A
Rowing full member	192	16	Full member - rowing	270	22.50	1.00	41%
Full member aged 18-23 in full time education	84	7	Full member - rowing (full time student)	135	11.25	0.5	61%
			Full member - rowing (unwaged)	135	11.25	0.5	N/A
			Full member - rowing (off peak)	135	11.25	0.5	N/A
Associate/social member	48	4	Land based member	54	4.50	0.2	13%
Junior member aged 15 - 17	66	5.5	Junior member aged 14-17	120	10.00	N/A	82%
Junior member aged 14 and under	42	3.5	Junior member aged under 14	60	5.00	N/A	43%
Temporary member (4 months max)	64	16	Temporary (see note)	N/A	N/A	N/A	N/A
			Parent/volunteer/helper/social	12	1.00	N/A	N/A

Notes: The Committee has the power to waive or vary fees payable in special circumstances.

Where people are coming to the club for the purpose of taster sessions, learn to row, training or similar purposes, they will be asked to join the club as a Temporary Member and an element of the charge made to them will cover membership for the activity and period in question.

Boat racking per seat per year	84	7	Boat racking per seat per year	135.00	11.25	0.5	61%
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Tyne Rowing Club**Nominations from Committee 08-09 for Committee 09-10****Annual General Meeting - 12 November 2009**

The following recommendations were agreed to be put to the AGM by the current Committee (08-09 post holders in brackets):

Chair Ian Wagstaff (John Goddard)

Captain Chris Parsons (Chris Parsons)

Vice Captain Laura Gilbert (Laura Gilbert)

Vice Captain Dave Symes (Dave Symes)

Secretary Colin Percy (Colin Percy)

Treasurer Martin Colquhoun (Martin Colquhoun)

Members: Julian MacBride, John Mulholland, Laura Croisdale, Si Forster
[with 3 further places to fill]

(Gary Pringle, Julian MacBride, Giles Sergeant, Gendie Lash, John Mulholland)

Colin Percy
Secretary

Tyne Rowing Club

Motions to Annual General Meeting - 12 November 2009

The following motions have been received from Russell Kernahan, but without countersignatures, and have been discussed at Committee. The Committee's recommendation is given under each.

- 1 That, in recognition of their achievements, Kieren Emery and Will Fletcher be elected honorary members of the club.

Committee recommends that this motion be supported and put to the meeting, but that Honorary Membership be extended also to James Harris and Stuart McCluskey, who won the Wyfold Challenge Cup with Kieren and Will at Henley Royal Regatta in 2008.

- 2 That the incoming Committee be instructed by this meeting to produce an annual club membership card giving all relevant names and addresses of their officials and representatives, a fixture list for the season ahead and a social programme

The Committee recommends that the view of the AGM be sought but that a decision on the matter be left with the Committee, to be taken in the light of costs and practicalities.

- 3 This meeting calls on the Committee to establish a social committee, responsible to the Chairman, to organise and administer a social programme of events, both fund-raising and low-priced.

The Committee supports this in principle and recommends that the view of the AGM be sought for the guidance of the first meeting of the new Committee, which will consider how to divide up responsibilities and seek to involve non-Committee members in such matters.

- 4 This meeting calls upon the Committee to recognise that not all members are 'online' and to ensure that all members receive a copy of all papers sent by email to the members generally.

The Committee recognises that those members not online need to be kept in touch by ordinary post as far as practical. A postal survey of all such members has just taken place and each member has been asked how much information they would like to receive. The Committee believes it is not practical to offer more than a quarterly update (plus notices of AGMs or other general meetings). The Committee would welcome the views of the AGM.

- 5 This meeting calls upon the Committee to ensure that all coaches of members are recompensed for expenses incurred during coaching activities and to consider whether memberships fees payable by coaches be waived subject to the completion of a minimum number of coaching sessions in the calendar year.

The Committee would already expect to reimburse any expenses submitted by coaches. The Committee has the power to waive fees and has done so in the past, especially where members on low incomes have put in many hours on coaching (or indeed other activities). The views of the AGM would be welcome.