COATBRIDGE CLARION CYCLING CLUB

Constitution — Adopted 2026

Version 2 | Adopted at the AGM on 19 November 2026

EFFECTIVE FROM 19 NOVEMBER 2026 • UNANIMOUS APPROVAL RECORDED

This document reproduces the substantive provisions of the proposed 2026 revision adopted at the AGM. The non-constitutional consultation schedule and draft-status labels have been removed. No new policy provisions have been added.

1. Name of Club

The name of the club shall be Coatbridge Clarion Cycling Club and shall be a non-profit making body dedicated to the supply of sporting services.

2. Club Objectives

The objectives of the club are to:

- Encourage cycling in Coatbridge, Airdrie and surrounding areas.
- Provide cyclists with the opportunity to meet other cyclists and enjoy the positive social and fitness benefits of riding together.
- Offer a positive and supportive cycling community in which members may develop their riding.
- To develop and organise a range of recreational and sporting cycling activities for the enjoyment of members and prospective members.

3. Membership

Membership of Coatbridge Clarion Cycling Club shall be open exclusively to individuals aged 18 years and over. Individuals under the age of 18 shall not be eligible for club membership or participation in organised club rides and activities.

Membership shall be available in Senior and Household categories. Applications shall not be refused other than on reasonable grounds, and there shall be no discrimination on grounds of race, occupation, sex, religion, political or other opinion, subject to the minimum membership age stated above.

Senior membership is open to any individual aged 18 or over.

Household membership is available to the second and any subsequent eligible adult permanently resident at the same address as a Senior member. Each such Household member shall receive a 50% reduction in the club section membership fee. Fees due to the National Clarion are unaffected. Senior and Household members retain equal voting rights.

Those who have a primary registration with Scottish Cycling through another club will not be eligible for the club's annual Best All Rounder trophy.

Prospective members must complete an application form to be lodged with the Club Secretary. Membership is renewed by payment of the annual subscription to the Club Secretary. Failure to renew by 31 December in any given year will result in membership automatically lapsing.

Yearly membership rates are recommended by the Committee and voted on at the club AGM.

Lifetime honorary membership may be awarded by a vote of the membership at a General Meeting to individuals who have made an exceptional or long-standing contribution to the objectives and spirit of Coatbridge Clarion CC. Any person awarded honorary membership must satisfy the minimum age requirement.

4. Committee

A committee consisting at least of a President, Secretary and Treasurer shall manage club affairs. Other committee positions shall be created and committee members elected at the Annual General Meeting. Committee positions are open to re-election the following year. The committee has the right to co-opt new committee members in a situation where a vacancy emerges on the committee.

The minimum number of committee members present to make an effective committee decision is three.

Definitions of key positions stated above are:

The President shall preside over both committee and annual general meetings. Where a committee vote has been set and there is an equality of votes the president shall cast the deciding vote.

The Secretary is responsible for the effective management of the club. He is responsible for minute taking at meetings and for ensuring that information regarding club matters is communicated effectively to club members. The secretary is also responsible for conveying the club and its objectives (see above) to the wider public, including recruitment of potential new members.

The Treasurer is in charge of overseeing club finances, including the club bank account and financial statements. The treasurer has final say with regard to the availability of both revenue and capital expenditure, concerned in the running of the club and the organisation of club events.

5. Affiliations

Coatbridge Clarion CC is affiliated to Scottish Cycling and to any other organisations as agreed at the AGM which embrace and reflect the ethos and objectives of the Club. The Club is a local affiliate of the National Clarion CC. All club members must be members of the National Clarion CC. Coatbridge Clarion CC and its members shall be bound by the Constitution of the Coatbridge Clarion CC. It shall be the responsibility of the Secretary to ensure that this membership is maintained on receipt of annual subscriptions.

6. Club assets

In the event of the club winding down, any money at that time accrued by the club and present after the conclusion of the club's financial obligations (e.g. any loans/fees outstanding) shall be donated to the cause of cycling in the Coatbridge area. A final decision regarding the destination of any such

donation shall be made by way of a representative vote of club members in General Meeting, from a shortlist of destinations selected by the club committee. Significant club effects, such as trophies, shall where possible return to their original donor.

7. Club principles

Club members should at all times uphold the spirit of cycling fellowship that was integral to the establishment of Coatbridge Clarion CC in the first instance. Club members taking part in club events and/or wearing club kit on the public road are expected to comply with the Highway Code and to be considerate ambassadors for the club. The official Club colours shall be sky blue, black, red and white. Any proposed change to the Club's official colours shall require approval by members at a General Meeting.

If any member(s) are viewed as having acted in a way that is seriously detrimental to this spirit or the broader, positive ethos identified with the club (in conjunction with the club objectives specified in section 2 and the Code of Conduct as agreed at the AGM), the committee has the right to exercise the ability to exclude, either temporarily or permanently, those member(s) concerned from club events and/or membership without refund of subscription.

8. General Meetings and Constitutional Governance

8.1 Annual General Meeting (AGM)

The Club shall hold an Annual General Meeting once each calendar year, at a date, time and venue determined by the Club Committee. The AGM shall review the Club's activities and financial position, elect office bearers, consider membership subscriptions, and discuss matters relating to the management and future development of the Club.

8.2 Notice of Annual General Meeting

The Club Secretary shall provide all current members with at least 21 clear days' written notice of the AGM, specifying the date, time, venue and proposed agenda. Members wishing to submit formal motions or nominations for committee positions must notify the Secretary no later than 14 clear days before the meeting. The final agenda, nominations and proposed resolutions shall be circulated at least 7 clear days before the AGM.

8.3 Quorum

The quorum for an AGM or Extraordinary General Meeting shall be 10% of the Club's current voting membership, rounded up to the nearest whole number. All current members entitled to vote, including the President, Secretary, Treasurer and other Committee members, shall count towards the quorum. Members must be present in person to count towards the quorum unless alternative attendance arrangements are expressly authorised under the Constitution. No formal resolutions, elections or binding decisions shall be conducted unless a quorum is present. If a quorum is not achieved within 30 minutes of the scheduled start, the meeting shall be adjourned. The Committee shall arrange a reconvened meeting and give at least 14 clear days' written notice. The original quorum requirement shall continue to apply.

8.4 Voting Rights and Procedures

Every current Club member aged 18 or over, whether Senior or Household, shall have one vote at General Meetings. Voting shall normally be by show of hands. A secret ballot shall be held for contested elections or where requested by at least five voting members present. Ordinary resolutions shall be determined by a simple majority of valid votes cast unless the Constitution specifies otherwise. Abstentions shall not count as votes cast. A tied motion at a General Meeting shall not be carried. Proxy voting shall not be permitted.

8.5 Election of Office Bearers and Committee Members

The Club shall elect at least a President, Club Secretary and Treasurer. Additional Committee positions may be established and filled as determined by the AGM. Elected office bearers and Committee members shall serve until the conclusion of the following AGM and may stand for re-election. Nominations shall be submitted under Section 8.2. A sole eligible candidate may be declared elected unopposed. Where there is more than one candidate, a secret ballot shall be held and the candidate receiving the highest number of valid votes shall be elected. In the event of a tie, a further ballot shall be held between the tied candidates. The Committee may co-opt an eligible member to fill a vacancy until the following AGM, consistent with Section 4.

8.6 Constitutional Amendments

Proposals to amend the Constitution must be submitted in writing to the Club Secretary at least 14 clear days before an AGM or an Extraordinary General Meeting called for that purpose. The full proposed wording shall be circulated at least 7 clear days before the meeting. An amendment shall require approval by at least two-thirds of valid votes cast by eligible members present at a quorate General Meeting. Approved amendments shall take effect immediately unless the resolution specifies a later date.

8.7 Extraordinary General Meetings (EGMs)

An Extraordinary General Meeting may be called by the Club Committee or following a written request supported by at least 20% of the Club's current voting membership. The Secretary shall provide at least 21 clear days' written notice specifying the business to be considered. Only business specified in the notice may be subject to formal decisions. The AGM quorum and voting rules shall apply.

8.8 Minutes and Records

The Club Secretary shall maintain accurate minutes of all Annual and Extraordinary General Meetings, recording attendance, apologies, quorum, reports, resolutions, votes, elections and decisions. Draft minutes shall be made available to members within a reasonable period after the meeting and submitted for formal approval at the next appropriate General Meeting.