

# NEW FOREST CYCLING CLUB

## CLUB RULES – Last Amended Feb 2014

### 1 – Title & Object

This Club shall be called the NEW FOREST CYCLING CLUB and its aim shall be to promote and encourage cycling in all its phases.

### 2 – Headquarters

The Headquarters shall be left to the discretion of the Committee.

### 3 – Club Colours

The Club's official colours shall be Green, Red, and White.

### 4 – Membership

(a) Membership shall be open to all cyclists

(b) No entrance fee shall be charged to new members. The annual subscriptions for Seniors (over 18), Juniors (from 16th birthday and until 31st December of the year in which their 18th birthday occurs), Juveniles (13-16) and Families shall be set and approved at the A.G.M.

Though the committee reserve the right to raise membership in line with inflation (Retail Price Index) should this become necessary to protect the financial position of the club. The membership year shall be from 1<sup>st</sup> January to 31<sup>st</sup> December, inclusive. New members joining after the last time trial of the current year but before the end of the current membership year shall pay the current annual subscription which shall entitle them to full membership of the Club until the end of the following membership year.

(c) Children taking advantage of Family Membership shall, upon reaching the age of sixteen, or participating in racing (whichever is the sooner) comply with Rule 4(b).

(d) Any member whose subscription shall be three months in arrears after notice of its being due (A.G.M.) shall cease to be a member of the Club.

(e) Active cycling members must become, either privately or through the Hon. Secretary, members of BC or the CTC to ensure adequate insurance cover for themselves and the Club. Proof of membership must be shown to club 'signing on' official at ones first event of current season.

## **5 – Government**

(a) The Club shall be governed by a Committee, consisting of a President, Chairman, Treasurer and Secretary and a maximum of six other members (including at least one lady member, if a lady is willing to stand at the A.G.M.), all of whom shall be elected at the A.G.M. Five, including two principal officers shall form a quorum for the transaction of business.

(b) Officers and members of the Committee shall be only nominated by a proposer and seconder at the A.G.M. and providing the nominations are not in excess of vacancies, they shall be declared elected on a show of hands. In the event of there being a greater number of nominations than there are vacancies to be filled, election shall be by ballot.

(c) Any member of the Committee who fails to attend for three consecutive meetings without satisfactory explanation shall be deemed to have forfeited his/her office.

(d) The Committee shall have the power to fill any vacancies that may arise and if necessary add to their number.

(e) Power to transact urgent business shall be vested in an Emergency Committee consisting of the Honorary Secretary and two other Officers or members of the Committee, who shall be responsible to the full Committee for any action they may take.

(f) The Committee shall meet at least four times in any one year and at such times as may be necessary. Notice of such meetings shall be given by the Honorary Secretary.

## **6 – OFFICERS**

The Officers of the Club shall consist of a President, Vice-Presidents, Chairman, Honorary Secretary, Honorary Treasurer, Honorary Racing Secretary, Press Secretary, Membership Secretary, Honorary Captain, Honorary Auditor and appropriate delegates to Cycling Time Trials, British Cycling, Wessex Cyclo Cross Association, East Dorset Cycling Association, Bournemouth and District Womens Cycling Association. It shall be permissible for an Officer to occupy more than one office.

## **7 – ANNUAL GENERAL MEETING**

The Annual General Meeting (A.G.M.) of the Club shall be held within seven weeks after 1<sup>st</sup> January. The Honorary Secretary shall give fourteen days notice in writing or by electronic mail to every member. The terms of all resolutions to be moved at the meeting shall be submitted to the Hon. Secretary ten days prior to the meeting.

## **8 – SPECIAL GENERAL MEETING**

A Special General Meeting may be convened by a majority vote of the Committee or on the written and signed requisition of not less than ten members of the Club. Such requisition shall state the business to be transacted at the meeting.

## **9 – AFFILIATION**

The Club shall be at the Committee's discretion annually affiliated to British Cycling, Cycling Time Trials, Bournemouth and District Women's Cycling Association, Wessex Cyclo-Cross Association and East Dorset Cycling Association.

## **10 – CONDUCT OF MEMBERS**

Any member who, in the considered opinion of the Committee is proved guilty of violating the Rules of the Club or of misconduct, shall be dealt with by the Committee, in whom shall be vested full power to expel, suspend or take such action as may be considered necessary or desirable, subject to such members right of appeal to the A.G.M. or to an Extra Ordinary Meeting.

## 11 – CLUB EVENTS

(a) The number and distances of Club Events to be held during the year shall be decided by the Committee prior to the Cycling Time Trials South D.C. Date fixing conference.

(b) Entry fees for Club events shall be paid to an appointed Officer prior to the commencement of the event and no member shall be permitted to ride in any event should a fee for a previous event be outstanding. The amount of the entry fee shall be decided upon by the Committee.

(c) First claim members only to be eligible for awards.

(d) Medals shall be awarded in specified Club events (one at 10 miles, one at 25 miles and one at 50 miles) according to the following pro rata basis:

1-4 riders	1 <sup>st</sup> Fastest	Bronze Medal
	2 <sup>nd</sup> & 3 <sup>rd</sup> Fastest	Certificates
5-8 riders	1 <sup>st</sup> Fastest	Gilt Medal
	2 <sup>nd</sup> Fastest	Bronze Medal
	3 <sup>rd</sup> Fastest	Certificate
9 + riders	1 <sup>st</sup> Fastest	Silver Medal
	2 <sup>nd</sup> Fastest	Gilt Medal
	3 <sup>rd</sup> Fastest	Bronze medal

If two or more medals are won by a member, a plaque will be awarded instead.

Certificates shall be awarded to the first three handicap times. The events are to be decided at the same time as events in 11(a).

(e) All events promoted by the Club shall be conducted in conformity with the Regulations of Cycling Time Trials.

(f) Notwithstanding the requirements of clause 11(e) above, all riders in events promoted under this rule shall be required to have a rear light fixed to their machine which shall remain illuminated at least until their return to event HQ.

## 12 – CLUB TROPHIES

The following trophies, presented to the Club, shall be offered for competition each year and shall be awarded for performances in New Forest CC events; Association events or Open events. Rides in other clubs' private events are not eligible for trophies or club records. Each holder shall, on giving up the trophy, receive a Certificate to the effect he/she was the holder of the trophy for the year in question. First claim members only to be eligible for Club trophies.

B.A.R. Competitions close on the 30<sup>th</sup> September.

(a) The "BROOMFIELD BOWL", a perpetual trophy, presented by his widow in memory of Colin Broomfield, a founder member and first Secretary of the Club as well as a talented racing man, shall be awarded to the member who records the fastest time of the season for 25 miles in events promoted under Rule 11(a).

(b) The "COOK CUP", a perpetual trophy for the Club Championship, presented by the founder of the Club, Mr.M.W.Cook, shall be awarded to the rider who gains most points for the fastest placings, in nominated events promoted under Rule 11(a). Three points shall be awarded to the first fastest, two points for the second fastest and one point for the third fastest. In the event of a tie, the cup shall be held jointly.

(c) The "MATTHEWS HANDICAP CUP", a perpetual trophy presented by Matthews Cycle Shop in New Milton, shall be awarded to the rider who gains the most points in nominated events promoted under Rule 11(a) by virtue of his/her handicap position. Three points shall be awarded for the first handicap position, two points for the second handicap position and one point for the third handicap position.

(d) The “THORESBY-COOKSEY CUP”, a perpetual trophy for the Best Short Distance All-Rounder, presented by a local lady who was a JP, shall be awarded to the rider having the fastest average speed over distances of 10, 15 and 25 miles.

(e) The “TED JOYCE MEMORIAL CUP”, shall be a perpetual trophy purchased out of subscription raised for the purpose amongst Club members in memory of Douglas Edwin (Ted) Joyce, a founder member of the Club, who died as a result of an accident in November 1938, and whose work on its behalf, and to whose conduct throughout his cycling career, the Club respectfully wish to dedicate this trophy as a token of their appreciation.

The Trophy shall be awarded to the rider recording the fastest time, in any one year, in a ride round “The New Forest”, and the following rules shall be applicable thereto:

(i) Only first claim members are eligible.

(ii) A Certificate shall be given by the Club to the holder after the end of the year.

(iii) Written notice plus the entry fee must be given to the Hon. Racing Secretary at least one week before the attempt. A Certificate from an approved Timekeeper and/or observer of the time done over a prescribed course shall be sufficient evidence of the claim and must be handed in not more than fourteen days afterwards, to the Hon. Racing Sec. For the future consideration of the Committee.

(iv) The route shall be Course P333, including the prescribed start and finish points, as currently approved by the South DC. Eligible rides shall be those rides carried out in accordance with Rule 12(e)(iii) or as a competitor in an Open Time Trial.

(v) Riders must start within fifteen minutes of his/her schedule time otherwise he/she shall lose the time he/she is late beyond the allowance of fifteen minutes.

(vi) For the purpose of the Rule, a year shall be deemed to run from the 1<sup>st</sup> October to the 30<sup>th</sup> September the following year.

(vii) Wherever applicable, the rules relating to time trials under the Regulations of Cycling Time Trials shall apply to this Rule.

(f) The “MARSH SHIELD” for the Best All Rounder, presented by Mr.Marsh who worked in Wareham’s Cycle Shop in New Milton, shall be awarded annually to the rider having the fastest average speed over distances of 25, 30 and 50 miles in any Club or Open event run under the Rules and Regulations of Cycling Time Trials.

(g) The “WAREHAM CUP”, presented by Mr.Wareham of Wareham’s Cycle Shop in New Milton, shall be awarded annually to the rider who records the fastest time of the season for 50 miles in events promoted under Rule 11(a) or Open events promoted by the South D.C.

(h) The “POPE CUP”, presented by Bert Pope who was a Club member in the 1950’s, shall be awarded to the winner of the Hill Climb Championship.

(i) The “JOHNSON CHALLENGE TROPHY”, presented by Pete Johnson who was a Club member in the 1950’s, shall be awarded to the rider recording the greatest mileage in a 12 hour event.

(j) The “DRAYTON CUP”, presented by Mr.Drayton who was a Club member in the 1950’s, shall be awarded annually to the Junior Best All Rounder, having the best average speed in two 10 miles and two 25 miles Club events promoted under Rule 11(a) or Open events run under the Rules and Regulations of Cycling Time Trials. The Cycling Time Trials definition of a Junior to be observed.

(k) The “KNIGHTWOOD TROPHY”, purchased by the Club in the 1970’s, shall be awarded annually to the Juvenile having the fastest average speed in three 10 mile events promoted under Rule 11(a).

- (l) The “H.E.FIGGURES BOWL”, presented by John Burridge (‘Budge’) of Figgures Cycle Shop in Lymington, shall be awarded to the Lady Best All Rounder having the best average speed in two 10 miles and two 25 mile Club events promoted under Rule 11(a) or Open events run under the Rules and Regulations of Cycling Time Trials.
- (m) The “DAVE KING CUP”, in memory of a Club member of the early 1980’s – a gifted all round sportsman, serving in the RAF, who sadly died in his early 20’s from an undetected heart defect, shall be awarded to the overall winner of the Club Track Championship.
- (n) The “GOLDEN JUBILEE CUP”, presented by Eric Dunstan who was a Club member in the 1980’s, shall be awarded for the fastest 100 mile time trial of the season, in any Open event.
- (o) The “TIM MILLWARD TROPHY”, in memory of a very promising young Club member in the late 1970’s/ early 1980’s who was killed in a motor cycle accident, shall be awarded to the overall points winner of the Club evening 10 mile series taken from their best six rides in this series.
- (p) The “JONATHON BOTTOMLEY CUP”, in memory of a naturally talented young Club member, training to be a Doctor, who was killed in a motor cycle accident at Milford in 1989, shall be awarded to the Junior who records the fastest time in a Club 25 mile event.
- (q) The “VETERANS B.A.R. CUP”, presented by Eric Dunstan who was a Club member in the 1980’s, shall be awarded to the Veteran Best All rounder who records the best average actual times relative to age over 25, 30 and 50 miles in any Club or Open event run under the Rules and Regulations of Cycling Time Trials.
- (r) The “HINCHESTEA TROPHY”, purchased by the club, shall be awarded to the “Clubperson of the Year” as selected by the serving Club Committee.
- (s) The “NEW FOREST CIRCUITS SHIELD”, presented by Club member Keith Mitchell, shall be awarded to the rider who records the fastest aggregate time over two early season Club circuit time trials to be held in the New Forest area.
- (t) The “ROAD CHAMPION TROPHY”. The glass trophy kindly presented to the club by John Denton shall be awarded to the rider who gains the most points in Road or Circuit races using the following points system per event:  
1<sup>st</sup> – 13 pts; 2<sup>nd</sup> – 11 pts; 3<sup>rd</sup> – 9 pts; 4<sup>th</sup> – 7 pts; 5<sup>th</sup> – 5 pts; 6<sup>th</sup> – 3 pts; other riders who finish the complete race distance – 1 pt.
- (u) The “JUNIOR ROAD CHAMPION TROPHY”, purchased with money kindly donated by Keith Mitchell, shall be awarded to the Junior rider who gains most points in Road or Circuit races using the following points system per event:  
1<sup>st</sup> – 13 pts; 2<sup>nd</sup> – 11 pts; 3<sup>rd</sup> – 9 pts; 4<sup>th</sup> – 7 pts; 5<sup>th</sup> – 5 pts; 6<sup>th</sup> – 3 pts; other riders who finish the complete race distance – 1 pt.
- (v) The “MARKWAY TROPHY” was purchased jointly by Rufus Wheelers C.C. and New Forest C.C. Following their withdrawal from competitive riding Rufus C.C. have kindly given their permission for the trophy to be awarded to the winning team in an Annual Inter-club Competition between New Forest C.C. and Sotonia C.C. The winning team will be decided on an aggregate time basis over two events which shall be agreed annually by the clubs concerned.
- (w) A “CYCLO CROSS TROPHY” in the form of a silver salver is to be awarded to the senior rider gaining most points in the Wessex League for the previous racing season, with three smaller salvers being awarded for the Under 12, Juvenile and Lady riders who gain most points in Wessex League.

- (x) The “BOLDERWOOD TROPHY SHIELD”, presented by a Club member who wished to remain anonymous, to be competed for by riders over 55 years of age, recording the best average “plus on Standard” in the Club evening ‘10’ Series over 5 events.
- (y) The “TERRY JEFFERIES SHORT DISTANCE B.A.R. TROPHY”, presented by Club member Terry Jefferies, to be competed for by riders over 40 years of age recording the best average actual times relative to age in South D.C. events at 10, 15 and 25 miles.
- (z) “INTER CLUB TROPHY” purchased jointly by the Crabwood C.C. and New Forest C.C. Competed for on a points basis over two events decided annually by Clubs concerned.

### **13 – CLUB RECORDS**

(a) The “best ever” performance on a bicycle or tricycle at the following distances:  
MEN 10 miles; 15 miles; 25 miles; 30 miles; 50 miles; 100 miles; 12 hours; 24 hours.  
LADIES 10 miles; 15 miles; 25 miles; 30 miles; 50 miles; 100 miles; 12 hours.  
JUNIORS 10 miles; 15 miles; 25 miles; 30 miles; 50 miles.  
JUVENILES 10 miles; 15 miles; 25 miles.

VETERAN RECORDS as laid down by the Veteran Time Trials Association.

10 miles; 15 miles; 25 miles; 30 miles; 50 miles; 100 miles; 12 hours; 24 hours.

The above shall be recognised as a Club Record (providing the figures are better than the existing out and home records or the ride is a first ever performance) by any first claim member, riding in the name of the Club, but such rides must be passed by the Committee (formally the onus of such rides being on the rider who when making a claim must provide proof of the performance).

(b) The “best ever” performance on single bicycles by Teams of three first claim members, riding in Open, Club or Inter-Club events at 10 miles; 15 miles; 25 miles; 30 miles; 50 miles; 100 miles; 12 hours and 24 hours for MEN and 10 miles; 15 miles; 25 miles; 30 miles; 50 miles; 100 miles and 12 hours for LADIES, shall be recognised as a Club Team Record.

(c) The “best ever” performance on a Tandem bicycle by first claim members including 1 male and 1 female riders in Open, Club or Inter-Club events, at any first time or distance, shall be recognised as a Club Record.

(c) Record Holders shall be awarded a Club Record Certificate.

### **14 – JUVENILE AND JUNIOR STANDARD AWARD SCHEME**

Standard award certificates shall be awarded to Juvenile and Junior riders, based on Cycling Time Trials Award Scheme.

### **15 – ACCOUNTS**

True Accounts shall be kept by the Honorary Treasurer of all monies received and paid out on account of the Club and such accounts shall be approved by the Honorary Auditor and open for inspection at the Annual General Meeting. The Club Financial year shall run from October 1<sup>st</sup> until September 30<sup>th</sup> the following year.

### **16 – PUBLICATIONS**

A copy of the Club Rules, Runs List and any other publications issued by the Club shall be posted on the Notice Board at the Club Headquarters.

### **17 – DISSOLUTION**

In the event of the dissolution of the Club, there remains after the satisfaction of all debts and liabilities, any property or funds whatsoever, the same shall not be paid or distributed amongst members of the Club but shall be given or transferred to some other body or bodies having objects similar to those of this Club to be determined by the members of the Club at or before the time of dissolution.

### **18 – ALTERATION OF RULES**

No alterations of these Rules shall be made unless carried out by a two thirds majority of those present and voting at a General Meeting, but the interpretation of the Committee upon all matters arising from these Rules or not provided herein shall be final.

## **Addendum 2004**

### **POLICY AND PROCEDURES TO BE ADOPTED BY CLUBS FOR THE PROTECTION OF CHILDREN AND VULNERABLE ADULTS**

#### **1 POLICY**

1.1 The Club has an obligation to provide a duty of care to protect all children (and vulnerable adults) and to safeguard their welfare, irrespective of age, gender, racial origin, religious belief, sexual identity and any disability.

1.2 The Club will take all reasonable practical steps to protect children from harm and discrimination and will respond quickly to all reported suspicions and allegations.

1.3 The Club recognises that the key to good practice is having an awareness of the principles required to promote a safe environment. The Club will adopt the Guidance Notes on good practice, poor practice and abuse as set down in Section 2 of the Document on Child Protection in Cycling issued by British Cycling and endorsed by Cycling Time Trials, and other leading national cycling organisations.

1.4 The Committee will be responsible for ensuring suitable procedures exist to meet this policy statement.

#### **2 PROCEDURES**

2.1 It is the responsibility of every member of the Club to report any concerns about the welfare of any child separately to two members of the Committee who will normally be the General Secretary and the Chairman.

2.2 It is not the responsibility of the Committee to determine whether or not abuse has taken place. This is the domain of child protection professionals, the social services and the police force.

2.3 The Club is affiliated to British Cycling (BC) and a member of Cycling Time Trials (CTT). It is the responsibility of the Committee to report any concerns about the welfare of a child to the designated National Child Protection Officer (NCPO) of British Cycling (BC). The NCPO will be responsible for referring the allegation to the Social Services Department in accordance with the procedures laid down in the Document on Child Protection in Cycling. The Committee should also notify the National Secretary of Cycling Time Trials (CTT) of any allegation reported to the NCPO of British Cycling.

2.4 British Cycling and all national cycling organisations who are parties to the Document on Child Protection in Cycling have given a commitment that all suspicions will be taken seriously and responded to swiftly and appropriately through laid down suspension, disciplinary and appeals procedures.

2.5 The Committee shall be responsible for making a detailed report at the time of any disclosure of concern. This information should be written in factual format and avoid any opinion or hearsay. This report should be sent to the NCPO of British Cycling with a copy to the National Secretary of Cycling Time Trials.

2.6 Where time is of the essence and the NCPO or the nominated deputy is unavailable, the Club Committee may instruct the Chairman or General Secretary to contact the NSPCC Helpline (0808 800 5000), the duty officer at the Local Authority Social and Caring Services or the Child Protection Personnel of the Police.

2.7 The Committee shall have the power to suspend members of the Club accused of alleged abuse whilst the matter is being investigated by the appropriate authority.