

**Cambridge Disc Golf Club  
(CamDGC)  
Constitution & Rules**



## Name Of the Organisation

The Organisation shall be called Cambridge Disc Golf Club.

## Aims and Objectives

The objectives of the Cambridge Disc Golf Club are to promote health, wellness, happiness and community development through the learning and enjoyment of disc golf. This shall be done by means of training sessions, tournaments, leagues, social events and other activities such as Cambridge Disc Golf Club shall determine to promote these objectives.

## Membership

The Membership shall consist of individuals interested in supporting the aims and objectives of Cambridge Disc Golf Club.

Membership of the club is open to anyone interested in promoting, coaching, volunteering or participating in disc golf, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality, social/economic standing or ability.

The membership shall consist of the following categories:

- Full member
- Junior member (under 18 at the end of the calendar year)

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of practice that the club has adopted.

Members in each category will pay any and all membership fees applicable, as determined at the Annual General Meeting.

Individuals shall be eligible to take part in the business of the Club, vote at general meetings or be eligible for selection of any Club team unless the applicable subscription has not been paid by the due date and/or membership has been suspended/ terminated by the Club committee.

An applicant for membership must submit a signed and dated application form stating:

- (a) The applicant's name, address, email address and date of birth;
- (b) That the applicant has read a copy of this Constitution & Rules, supports the objectives of the Club and agrees to be bound by the Rules immediately upon admission to membership;
- (c) The applicant consents to the holding of relevant data for the purposes of the Data Protection Act 2018, which is the UK's implementation of the General Data Protection Regulation (GDPR);
- (d) Until an applicant is approved for membership, they are not entitled to any of the privileges of the Club.

Members shall pay an Annual Membership Fee as determined at each Annual General Meeting.

Individuals wishing to become Members will complete and sign a form either physical or digital form, as agreed by the Club Executives.

Full Annual Membership Fee will be £12 and junior membership will be £6. Membership will run from 1<sup>st</sup> July to 30<sup>th</sup> June. The future level of subscription may be changed by a resolution at the Annual General Meeting.

6-month membership will be offered from the 1<sup>st</sup> January with a %50 discount (£6/£3)

Current UKWDGA members will receive a £2 discount to the cost of membership, to encourage female participation in the sport.

#### **Membership benefits will include:**

- Full Voting Rights;
- Discount into any tournament organised by the club
- Bag tags
- Entry into monthly handicap competition

Memberships will be ceased if or when:

- The Annual Membership Fee expires;
- A disciplinary action voted to be upheld by the Executive Members will result in the Member to have their Membership ceased with immediate effect.

## **Disciplinary Actions**

Disciplinary actions are warranted when a complaint alleging violation against Cambridge Disc Golf Club and/or its Membership is submitted by a member. The complaint must be in written form and sent, to an Executive Member within 14 days of the date of violation, unless there is a valid reason

If a complaint is received the club shall circulate that a copy of it to the Member about whom the complaint has been lodged. Depending on the circumstances the Executive members will strive to protect the identity of the person submitting a complaint. If that isn't possible the Executive Members will communicate that clearly and in advance of taking any further steps.

The Executive Members shall investigate the complaint and write a report with recommendations for further action. Further actions will be agreed on by at least 3 executive members.

Depending on the magnitude of the violation a warning will be issued on a first instance or in extreme cases the member will be excluded from the club and banned from any club rounds. In case of expulsion, no membership fees will be refunded.

## **Resignation from membership**

A member may resign at any time by notice in writing to the Executive Members. On receiving the notice, the Executive Members will immediately remove that member from the Members Register, which terminates membership.

The resigning member is not entitled to any return or rebate of subscription and remains liable for any unpaid subscription and any other sums due from them to the Club.

## Cambridge Disc Golf Club management

The Cambridge Disc Golf Club is a non-profit organisation. All funding will be used to improve the development, facilities and disc golf equipment and to carry out the objectives of the Club.

The affairs of the Club shall be conducted by a Committee which shall consist of the President, Vice President, Treasurer, Secretary, Women's officer and Webmaster (plus any other roles agreed upon and elected), who shall be elected at the Annual General Meeting.

In the event of a temporary absence or inability of a Committee Member, the other Committee Members shall have the power to appoint an acting Committee Member to that role pro tempore until the absence or inability is rectified.

All Committee Members must have paid their Annual Membership Fee.

The Committee Members shall have full power to deal with all matters relating to Cambridge Disc Golf Club.

The Committee Members shall not enter Cambridge Disc Golf Club into any arrangement or agreement requiring payment of any amount greater than available and agreed funding, minus liabilities after the first year (see Finance and Accounts).

The Committee Members shall have full power to either allocate or spend Cambridge Disc Golf Club funding and to enter into binding agreements as allowed by this constitution. This may only be carried out on the agreement of at least 3 Executive Members.

## Annual General Meeting

The Executive Members will provide at least 14 days notice of an Annual General Meeting (AGM). Members will also be informed about the positions that will be re-elected.

Members can put themselves forward for executive and committee roles no later than 7 days prior to an Annual General Meeting.

Members can submit items for inclusion in the Annual General Meeting Agenda no later than 7 days prior to an Annual General Meeting.

Cambridge Disc Golf Club shall hold an Annual General Meeting within three months following the end of the Financial Year to:

- Approve the minutes of the previous Annual General Meeting;
- Receive a report from the Executive Members;
- Elect the Executive members;
- Elect Committee Members if required by the Executive Members;
- Appoint someone to be responsible for certifying Cambridge Disc Golf Club Financial Account;
- Determine the Annual Membership Fee;

- Consider any proposals authorising the Executive Members to act to make future commitments;
- Consider changes to the Constitution;
- Deal with any other relevant business.

A quorum for an AGM shall be 20% of the membership.

## Extraordinary General Meeting

An Extraordinary General Meeting shall be called when supported by at least six Members, ensuring that all Executive Members are made aware of when the meeting will take place.

Ensuring the meeting is documented and minutes taken available to all Members.

## General Meetings

Executive Members will hold General Meetings.

### *Voting*

Whenever Members are required or permitted to take any action by vote, such action may be undertaken within a meeting or by using an appropriate online service.

The President (or meeting chair in the Presidents absence) shall hold a casting vote at meetings.

The President (or meeting chair in the Presidents absence) may conduct votes by voice, show of hands, or by a simple request for objections, or may require a secret ballot or other more rigorous method at their discretion.

Each Member shall be entitled to one vote.

### *Proxies*

Each Member entitled to vote at a meeting or in an action taken without a meeting may authorise a person or persons to vote on behalf of such Member by proxy. A proxy shall be in writing, signed by another Member and revocable at the pleasure of the Member executing it. Such proxy must be delivered to an Executive Member prior to the meeting or action and shall be valid only for the meeting or action named therein.

## Changes to the Constitution

Any change to the Constitution shall require a two thirds majority of those present.

A proposal to change the Constitution must be submitted in writing to an Executive Member.

## Finance and Accounts

A Bank Account will be established for the Cambridge Disc Golf Club with 3 Executive Member signatories.

The Executive Members have the right to offer a monetary loan to the Club in the first year of conception of the Club, in order to cover start-up costs until such time that sufficient funds are available to repay. These loans will be recorded as such on the accounts in order to demonstrate transparency.

The Financial Year shall run from 6 April to 5th April each year.

An appointed Executive Member shall be responsible for the preparation of the Annual Accounts.

The Annual Accounts shall be certified at the Annual General Meeting.

### *Dissolution*

The decision to close down Cambridge Disc Golf Club will be made by at least 75% of Members voting in favour.

A notice period of 2 Months is required before full closure to allow time to close the bank account of the Cambridge Disc Golf Club.

No profit or surplus will be distributed other than to another non-profit making body on a winding-up or dissolution of Cambridge Disc Golf Club.

If, upon the winding up or dissolution of Cambridge Disc Golf Club there remains any monies or assets, these shall be transferred to some other organisation or organisations having objects similar to Cambridge Disc Golf Club objectives, such organisation or organisations to be determined by the Executive Members if possible, or by the Member responsible for carrying out the dissolution by majority vote.

## **Domain Name and Assets**

The Cambridge Disc Golf Club is the Registrant of the website domain name <https://www.cambridgediscgolf.uk/> and subsequently the holder of the domain name during the period of subscription from the domain name provider.

A webmaster will be appointed and have responsibility for the maintenance and updating of the Cambridge Disc Golf Club website. All changes to the website will have the approval of at least 2 Executive Members before publishing.

The Cambridge Disc Golf Club owns no land or building; however, a Register of Assets owned by the Cambridge Disc Golf Club for the purpose of promotion of the Club and disc golf related activities will be maintained.