



# **CONSTITUTION**

The organisation hereby constituted will be called Cheadle Hulme Fitness.

It will be referred hereinafter as Cheadle Hulme Fitness. The shortened name will be CHF (referred to as the Club).

## **MISSION**

Cheadle Hulme Fitness is a not-for-profit Club which will aim to provide and develop exercise and physical activity opportunities for members of the community of Cheadle Hulme and surrounding areas, in order to improve the health and well-being of the community.'

## **1. OBJECTIVES**

Cheadle Hulme Fitness will pursue its objectives by:

- Encouraging members of the community to engage in physical activity.
- Providing affordable and accessible physical activity sessions for all.
- Advertising and promoting activity sessions run by the group to encourage new participants to become more physically active.
- Arranging meetings as required throughout the year, as a platform for members of the Club to promote and receive ideas.
- Raising and maintaining funds in support of these objectives.

## **2. MEMBERSHIP PROCEDURES**

- a) Membership will be open to all members of the community in Cheadle Hulme and the surrounding areas.
- b) Membership is open to people from surrounding areas subject to there being spaces available in the group.
- c) Any person wishing to join the club as a member of the Club can do so by filling in an application form, and by paying a membership fee.
- d) Any individuals, who wish to assist the Committee with the running of the Club, can do so subject to the approval from the Committee.
- e) Due to the size and availability of facilities there are limitations to the number of participants that can be accommodated within each session at any activity.
- f) The leader of the session, in agreement with the Committee, will make the final decision as to how many can be accommodated for an activity.
- g) A full register shall be kept of all members within the Club.

## **3. EQUITY**

There will be no discrimination in the membership, management or running of the club due to gender, race, nationality, ethnic origin, colour, sexual orientation, religion or ability.

## **4. MANAGEMENT COMMITTEE**

- a) The Committee shall consist of at least one Ordinary Member and one Chairperson, one Secretary and one Treasurer. Elections will be held at the Annual General Meeting. The term of office of the Committee is two years thereafter re-electable annually by ballot.
- b) Members of the Committee shall not serve longer than three years unless there are no nominations for replacement members. There shall be an overlap in the terms of office of the Committee members, to avoid a situation where all members of the Committee will be new.
- c) The quorum for the transaction of business of the Committee shall be a minimum of two third of its members.
- d) An instructor/leader shall be approved by the Committee to run each group session. Any Officer of the club can also hold a position as an instructor/leader.
- e) The Committee shall appoint a Safeguarding Officer, who shall not be an instructor.

- f) The Safeguarding Officer shall report to the Committee in accordance with his/her remit.**
- g) The Committee shall appoint any sub-committee it deems necessary to assist with the efficient running of the Club.**
- h) The sub-committee will report to the Committee, in accordance with its remit.**
- i) Full minutes of all sub-committee meetings will be kept, with a copy of those minutes being passed to the Chairperson and Secretary for information purposes.**
- j) If a member of the Committee does not attend three Committee meetings in a row, within a year, without having applied for and been granted leave of absence, then s/he will be considered to have resigned and the Committee may co-opt another Committee member.**
- k) Minutes will be taken at every meeting to record the Committee's decision. The minutes of each meeting and notice of the next meeting will be posted or given to Committee members at least two weeks before the next meeting.**

## **5. POWERS OF THE ORGANISATION**

- a) The Committee has the power to take whatever action is deemed necessary (within the law) to achieve its objectives as stated in Section 1 above.**
- b) The Committee has the power and authority to raise funds and to invite and receive contributions towards the running of the organisation.**
- c) The Committee has the power to buy, hire or exchange any property that it needs for its objectives.**
- d) The Committee has the right to make regulations to ensure proper management, including procedures for application, approval of and termination of membership.**
- e) No single person will directly or indirectly control the decision making powers of the organisation.**

## **6. FINANCE**

- a) A bank account shall be in the name of 'Cheadle Hulme Fitness'.**
- b) The Treasurer shall pay all monies received by the Club, less any retained for petty cash purposes, into the account and keep such accounts and pay debts of the Club as approved by the Committee.**

c) All cheques made out in the name of the Club are to be signed by any two of the Chairperson, Secretary and Treasurer. All monies received and paid out should be recorded and passed through the Club Treasurer.

d) The Treasurer shall present to the Committee, as required, an up-to-date statement of account on a monthly basis.

e) Any activity and membership subscriptions shall be paid at the rate agreed at the AGM for the following season and passed to the Treasurer in accordance with the rules set out in 7 below.

f) A copy of the audited or independently financially examined accounts will be presented to the members at the AGM/EGM.

## **7. SUBSCRIPTIONS**

Activities subscriptions payable for each participant are agreed by the Committee. The Committee reserves the right to accommodate individual circumstances where appropriate. Session organisers must obtain the consent of the Committee before committing to any such accommodation.

## **8. MEETINGS**

a) The Committee shall meet as often as is required to carry out the efficient running of the Club.

b) An Annual General Meeting (AGM) shall be held at the end of each year, all nominations for Officers and Committee members should be received, by the Secretary, prior to the AGM and then proposed and seconded at the AGM itself.

c) The AGM shall:

- Receive a report of the activities of the Club for the previous year.
- Receive a report of the Club's finances for the past year (year ending 31st March).
- Elect the Officers of the Club.
- Consider and adopt, if passed, any resolution to change the constitution.
- Confirm any changes to the signatories on the bank mandate, following the election of Officers.
- Consider any other business, as time permits.

- A quorum shall be twenty voting members.
- Members who are children under 18 shall be deemed members of the Club without voting rights.
- The Committee shall call an Extraordinary General Meeting (EGM) following the request of any Member with voting rights should it be deemed appropriate and cannot wait until the AGM.
- Each Club member and each Committee member will be entitled to normal voting rights at an AGM/EGM.
- All eligible voters will be given at least twenty-eight days notice of an AGM/EGM, in writing.

## **9. VARIATION**

The constitution shall not be added to, cancelled or altered in any way save at an AGM/EGM. Any such resolution must be put in writing to the Club Secretary at least fourteen days before the AGM/EGM.

## **10. Safeguarding**

- a) The club will have a Safeguarding Policy run by the Safeguarding Officer.
- b) The Safeguarding Policy will be the guideline to “Best Practice”.
- c) A copy of the Safeguarding Policy can be amended as the Committee see fit, without the need for an amendment to the constitution.

## **11. DISCIPLINARY PROCEDURES**

- a) All Members shall uphold the good name of Cheadle Hulme Fitness. Members bringing the Club into disrepute will be expelled at the discretion of the Committee.
- b) The Committee reserves the right to decide on any events or situations not covered by the constitution.
- c) The Committee shall appoint a Disciplinary Panel to resolve the matter.
- d) No member of the Committee or Disciplinary Panel shall be allowed to adjudicate on any matter concerning that member.

## **12. DISSOLUTION**

The Club may close down if at least two thirds of the members present and voting at a meeting convened for the purpose of considering such a matter, are in favour of closing down.

The assets will be transferred to another non-profit public organisation of similar benefit agreed by Cheadle Hulme Fitness Committee.

This constitution was approved and accepted by members of Cheadle Hulme Fitness at a Special General Meeting held on 5th May 2006.

Revised and reviewed at the AGM, May 2012.  
Revised and reviewed at the AGM, May 2015.  
Revised and reviewed at the AGM, May 2017.  
Revised and reviewed at the AGM, May 2025.

Chairperson

Secretary