

Bodiam International Arena and Leisure Club

Constitution

1. **Name**

The club will be called **The Bodiam International Arena and Leisure Club** and will be affiliated to British Reining.

2. **Aims and Objectives**

To provide facilities for various leisure activities particularly for local people
To offer coaching and clinics in Western Riding and other equestrian disciplines
To provide an opportunity for competition at all levels
To promote the sport of Western Riding and increase the number of riders locally
To provide social and non riding events for both equestrian and non-equestrian members
To ensure a duty of care to all members of the club
To provide all its services in a way that is fair to everyone
To ensure that all present and future members receive fair and equal treatment

3. **Membership**

All members will pay an annual membership fee due on 1st January. This will entitle them to reduced entry fees for events run directly by the Bodiam International Arena, reduced hire charges for both the arena and the mezzanine presentation area. 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 conduct that the club has adopted and the policies and rules of British Reining.

4. **Fees**

Membership will be in two categories – one for juniors (under 18 on 1st January) and one for full members (18 and over on 1st January). Both categories will be entitled to the same benefits. There will also be a group membership for other groups wanting to run their own events at the Arena. Membership fees will be reviewed annually.

5. **Committee and Officers of the Club**

The club will be run by a committee with appointed officers who will be Chairman, Vice Chairman, Secretary and Treasurer. The committee will always include at least two of the original founding members. The post holders will be appointed annually at the AGM. The committee will meet at least quarterly with minutes available to members on request. The committee will have the power to review and adopt policies, discuss disciplinary issues and decide on the best course of action.

6. **Finance**

The Club will maintain full financial records which will be available to members on request. All club money will be held in a bank account and at least two signatories from the Club Officers will be required for any transaction. The club financial year will end on 31st December and the annual accounts will be presented at the AGM.

7. Insurance

The club will maintain adequate insurance policies. Riding members must have their own third party liability insurance and proof of this must be available on request.

8. Welfare

The Club will have a trained Child Protection Officer and all members will be able to contact them as necessary. A qualified First Aider will be in attendance at all Club events.

9. AGM

The club chairman will hold an AGM on a published date after the financial year end. Club officers will be appointed for the forthcoming year at this meeting and all members are entitled to attend.

10. Discipline and Appeals

Any complaints regarding disciplinary, grievance, welfare or any other issues must first be made in writing to the Club Secretary. All issues will first be discussed at a committee meeting (an emergency meeting can be called if required but there must be a minimum of ¾ of the committee in attendance). The committee will then decide if any further action required and this will be advised to the complainant in writing.

11. Dissolution

A resolution to dissolve the club can only be passed at an AGM or EGM. In the event of dissolution, any assets of the club that remain will become the property of British Reining.

12. Amendments to the Constitution

Any amendments can only be made at an AGM (or EGM) with a majority of members present in favour.