



Chippenham Triathlon Club



MEMORANDUM OF UNDERSTANDING: CONSTITUTION FOR CHIPPENHAM TRI

1 Introduction

This memorandum of understanding describes the terms and constitution of Chippenham Tri, a Triathlon England affiliated triathlon subsidiary club of Chippenham Harriers and Chippenham Wheelers. Chippenham Tri will be owned and funded equally (50%) between Chippenham Harriers and Chippenham Wheelers (the “parent” clubs).

“Triathlon” in this document includes other related multi-disciplinary forms of the sport such as duathlon and aquathon.

2 Aims and objectives

The aims and objectives of the club will be:

- to offer coaching and competitive opportunities in triathlon, duathlon and aquathon, alongside the single discipline activities of the parent clubs
- to promote triathlon within the local community
- to ensure a duty of care to all members of each club when participating in triathlon activities
- 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

Members must be fully paid up members of one or both of the parent clubs. Members will need to be a member of both parent clubs to access the full range of training and racing activities (athletes will not be able to attend single discipline parent organised sessions unless they are a member of the respective single discipline club). Members who choose to join only one of the parent clubs will be able to attend Chippenham Tri organised training, training organised by the club they are a member for and will be able to race for Chippenham Tri.

Chippenham Tri will record members of each parent club who express a wish to join the triathlon club, and will subsequently issue each identified member with details of training and racing opportunities under the terms of this agreement.

All members will be subject to the terms of this agreement, the parent club’s constitution rules, and to the rules and regulations of the British Triathlon.

Members preferably race in Chippenham Tri kit, although either parent club kit is also acceptable.

4 Membership fees

Membership fees will be paid to the parent club; there is no joining fee to the Chippenham Tri subsidiary. However members will be advised to join Triathlon England for membership benefits and a race licence.



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In the rare occasion where someone does not want to join either the Harriers or Wheelers, but does wish to train and/or participate for Chippenham Tri, a membership fee will be collected by the triathlon subsidiary.

5 Officers of the club

The officers of the Chippenham Tri club will be as a minimum:

- Chair
- Secretary
- Treasurer (link to the treasurer of each parent club)
- Welfare Officer (via the parent clubs) (to attend committee meetings only as required)

In addition other positions may be created such as:

- Racing Coordinator
- Publicity Secretary

At least one Officer will be provided by a member of each parent club and they should have a link to the respective parent club committee.

Officers will be elected annually at a Parent Club Annual General Meeting.

All officers will retire each year but will be eligible for re-appointment.

6 Committee

The club will be managed through the committee consisting of at least Chair, Secretary and Treasurer. Only the elected posts will have the right to vote at meetings of the committee. The Chair will have the casting vote when required.

The committee will be convened by the Secretary of the club and held no less than 6 per year.

The quorum required for business to be agreed at committee meetings will be: 3

The committee will be responsible for adopting new policy, codes of conduct and rules that affect the organisation of the subsidiary club.

The committee will have powers to appoint sub-committees as necessary and appoint advisers to the committee as necessary to fulfil its business.

The committee will be responsible for escalating disciplinary hearings of members who infringe the club rules/regulations/constitution to the respective parent club committee.

7 Finance

All club finance will be managed by a separate Chippenham Tri bank account, with a 50% funding contribution through the respective parent clubs as required.

8 Annual General Meetings

An annual report for Chippenham Tri will be presented to each parent club at the respective Annual General Meeting (AGM) by the Chair or Secretary.



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Officers will be elected annually at the Parent Club Annual General Meeting. Nominations for officers of the Chippenham Tri committee will be sent to the relevant Secretary prior to the AGM.

Either Parent Club committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM according to the respective constitution.

9 Discipline and appeals

All complaints regarding the behaviour of members should be submitted in writing to the Secretary. The issue will then be escalated to the relevant parent club to be address according to the respective constitution.

10 Dissolution

Either club has the option at any time to terminate this agreement. A resolution to terminate this agreement and/or dissolve the club can only be passed at an AGM or EGM of the respective parent club through a majority vote of the membership.

In the event of termination/dissolution, any assets of the club will be split equally between the two parent clubs.

11 Amendments to the constitution

The constitution will only be enacted and changed through agreement by majority vote of the parent club committee.

12 Declaration

Chippenham Tri, Chippenham Harriers and Chippenham Wheelers hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.