

CONSTITUTION OF FALMOUTH INSHORE RESCUE AND SURF LIFE SAVING CLUB.

OCTOBER 2024

1.Name.

For convenience the club may be referred to as Falmouth Surf Life Saving Club or the Club.

2.Aim.

The aim of the club is to teach water safety, competence and life-saving skills in order to help save lives by way of education, prevention or by rescue. The club should also foster team spirit and healthy life style, also promoting social, moral and environmental conscience.

To achieve this, the club should:-

- (a) Promote the water safety aspects of all beach and marine activities.
- (b) Promote confidence in the water and the safe enjoyment of marine activities.
- (c) Develop beach life saving skills in all their respects.
- (d) Follow guidance and regulations when and where appropriate as issued by the Surf Life Saving Association of Great Britain (SLS GB).
- (e) Work in the closest possible manner with all other bodies and organisations whose work is conducive to the aims of Falmouth SLSC.
- (e) Normally operate at Maenporth Beach and its surrounding waters.

3. Members.

The club shall consist of all persons duly elected in accordance with Club rules and shall be affiliated to and insured by SLS GB.

4. Annual General Meeting.

The committee shall convene each year an AGM, normally chaired by the chairperson, to which all active senior members shall be invited. At this meeting the club officers shall present their reports. All paid-up, senior members and life members can vote in the election for the Chairperson, Vice Chair, Secretary, Treasurer, Club Captain, Vice Captain, Gear Steward, and Safeguarding Officers plus two ordinary committee members.

5. Ordinary General Meeting.

The committee may convene an Ordinary General Meeting whenever it so decides, subject to a minimum of 21 days notice.

6. Extra-Ordinary General Meetings.

An Extraordinary general meeting will give all members 21 days notice of such a meeting together with copies of the agenda giving reasons for the request of such meeting where the Chair or Secretary has received written request signed by not less than six paid-up members.

7. Quorum and Minutes.

Five members of the Committee, including at least three officers, present at a properly convened meeting shall constitute a quorum.

8. Committee and Sub-Committees.

The committee shall have the power to appoint subcommittees for the purpose of club development, e.g. Training, Memberships etc. The Chair in consultation with other appropriate committee members may make executive decisions that help promote and or further the aims of the club. Minutes and records should be kept of all meetings. The quorum for committee meetings will be five.

9. Club Captain. The Club Captain shall have charge and be responsible for the day to day running of the club with the assistance of the Vice-Captain. He/she shall frame such rules as are necessary for this purpose and for the achievement of the aims of the Club. The Captain's rules shall be binding upon all members unless and until over-ruled on appeal to the committee.

10. Finance. Falmouth SLSC shall operate as a registered charity on a not for profit basis. The committee may raise and receive by way of gifts and donations, monies and goods on behalf of the club as long as it supports and aids the aims of Falmouth SLSC.

11. Equal Opportunities. The Club will not discriminate on the grounds of sex, race (including colour, ethnic or national origin), sexual orientation, disability, gender reassignment, religious or political belief, pregnancy or maternity, marital status or age.

12. Constitution and Club Rules. The constitution shall only be altered or amended at an AGM or at an EGM convened for the purpose, following upon due notice (two weeks) for the said purpose and with a two thirds majority, the chair having a casting vote.

13. Winding Up. The affairs of Falmouth SLSC shall not be wound up except at an EGM especially convened for that purpose following upon due notice, or a proposal to terminate the affairs of the Committee and duly accepted by a two-thirds majority of those present and eligible to vote. In the event of a winding up of the Club, all monies and goods shall be sold at market value and all proceeds donated to a local charity or charities as agreed by the committee and a two thirds majority of those eligible to vote, this can only happen after a six year dormant period.

CHILD PROTECTION.

The club will adopt and follow the Safeguarding policy as set out by our governing body, that of Surf Life Saving Association of Great Britain.

MEMBERSHIP.

We will accept applications for membership without prejudice. However, the capacity of the club to accept members will be determined by a committee meeting or by a Membership committee set up for the purpose. Given the needs of the club for participatory members priority may be given to those who are able and willing to help with the management of the club.

Attendance at Training Sessions.

A parent, guardian or other nominated responsible adult must be present at any club sessions (including winter and summer training) to oversee Members under the age of 18. Adults responsible for children must make themselves known to the Club Member responsible for running that particular session. Note that failure to abide by this rule may lead to suspension of membership (see below).

All members must be able to demonstrate that they can swim competently. 7-9 year olds 25 metres, 9-11 year olds 50 metres, 11+ 100m to participate in club sessions.

Class of Members.

Senior Members are those members who are 18 years of age or over.

Junior Members. Juniors are members between 13-17 years.

Nipper Members are those members between the ages of 7 to 12.

The following special rules apply to members under 18:-

(a) They must obtain their parent's or guardian's written permission to join the club before

applying for membership.

(b) Each Member may be allotted to beach patrols and will engage in both winter and summer training sessions, and shall be governed by all club rules.

Membership Fees. Club fees shall be set annually by the Committee, taking into account the SLS GB proportion covering personal SLS GB affiliation and Insurances. All fees should be paid by the date set by the Secretary to ensure proper insurance cover provided by affiliation with SLSCGB. Any member having not paid within 14 days of reminder forfeits all rights to membership and any interests in the property or assets of the Club. Members are not entitled to attend club sessions, use the club premises and equipment until the appropriate fee has been paid. A second tier of fees is payable for members joining later in the year.

Fee waivers can be agreed at the discretion of the Committee.

NO PERSONS are permitted to participate in club sessions unless they have gone through the membership process, paid the appropriate fee or are in organised Taster sessions and have been registered on the SLS GB Membership system.

Suspension of Membership. A member who is negligent with the property of the Club, who conducts themselves in a manner which may bring the Club or SLS GB into disrepute or is guilty of any other form of indiscipline such as failure to supervise children may be suspended by the Club Captain or Vice-Captain,

prior to appearing before the Committee whose decision shall be final. Members will be given two verbal, one written warning.

Life Membership. Life membership can be awarded by unanimous vote of Committee and is purely honorary.

Section 2- DUTIES OF CLUB OFFICERS.

Chair-

- (a) The Chairperson will chair club meeting and act as principal officer and provide leadership.
- (b) The chair will make decisions when needed, in consultation with other Committee members.
- (c) Will ensure the Club complies with the governing body and other relevant legislation or guidance necessary for the operation of the Club.
- (d) Will ensure the Club uses its property and financial resources effectively and sustainably and is administered efficiently.
- (e) Will preserve the good name and reputation of the Club and SLSGB.

Vice Chair.

- (a) Will support the Chairperson and act as Chair in their absence.
- (b) Will support the efficient and proper administration of the Club.

Secretary. The Secretary is responsible to the Committee for:-

- (a) General administration of the club and its activities.
- (b) That reports and returns properly required by SLS GB and other bodies are forwarded to them.
- (c) Send notice of meetings in good time as detailed in the Constitution and Rules of the club.
- (d) Keep minutes of general meetings and committee meetings and seeing that minutes are kept of sub-committee meetings.
- (e) Ensure all members have paid fees.
- (f) Keep records of members and track payment of fees, ensure payment of insurance and is responsible for informing SLSA GB of the annual return of membership.

Treasurer. The Treasurer is responsible to the committee: -

- (a) All monies belonging to the club which have been handed to him.
- (b) The production of the accounts report.

To meet day to day needs, the Hon. Treasurer may spend up to £250 on behalf of the club without prior reference to the Committee. In an emergency he may, with the approval of the Chair and one other officer of the Club, spend more than £250. All expenditure made must be reported to the committee at normal meetings.

- (c) To ensure that all bills are paid in a timely fashion.

Club Captain. The Club Captain shall have charge of the day to day running of the Club. He/She shall frame such rules as are necessary for this purpose and for the achievement of the aims of the Club. The Captains rules, shall be binding upon all members unless and until overruled on appeal to the Committee.

In addition to the foregoing general responsibilities, the Club Captain shall pay particular regard and be responsible to the Committee for :-

- (a) The efficiency, regularity and discipline of beach patrols.
- (b) The supervision of training of individual members and of teams of members in a systematic and thorough manner to set standards.
- (c) The keeping of all logs and occurrences required by SLSA GB and the Club. Logs must be available to Committee members at all times and returns required by SLSA GB sent to HQ as and when required. Only Club Captain, Vice-Captain or their designated coach in charge of training sessions will fill in logs.
- (d) Inform the Secretary at the earliest moment of incidents so that these can be reported to SLSA GB and local press if appropriate.

Club Vice-Captain. The Vice-Captain shall have the full authority and responsibility of the Club Captain in the absence of the latter.

Safe-guarding officer.

- (a) will provide support to the committee regarding safeguarding including DBS checks, policies and procedures.
- (b) will ensure all current and potential members are given appropriate advice and guidance relating to safe-guarding.

Gear Steward. The Gear Steward shall be responsible to the Club Captain, except in matters of policy for which he shall be responsible to the Committee for :-

- (a) The arrangements for the orderly issue, return and storage of club equipment.
- (b) The arrangements for reporting damage, un-serviceability and loss.
- (c) The arrangements for maintenance, repair or modification of equipment.
- (d) For insurance purposes shall be responsible for the keeping of an up to date register of all gear and equipment. This register should include for every item a description, where sourced, its maintenance, repair and modification history and its disposal. This register must not be kept in club house for obvious reasons in the event of fire etc.
- (e) An inspection of all gear on regular occasions during the working season, and bi-monthly during the winter, recording any damage or faults.
- (f) Inform Club or Vice-Captain immediately he/she becomes aware of any loss or serious

damage to equipment.

Section 3 – Equipment.

Issue of Equipment. Equipment may only be used under the direction of club officers or their nominees eg instructors for people who have undergone appropriate training and can evidence competency. It must only be used for activities relating to the furtherment of the aims of the club. On no account must equipment be used by non-members as Public Liability and Personal Accident Insurance would not be in place.

Section 4 – Administration.

Affiliation. The Secretary is responsible for informing SLS GB of the following:-

(a) Reports of incidents.

(b) The Secretary will ensure that the Treasurer pays annual affiliation fees and membership fees so that individual members are insured.

Notice and Conduct of Meetings. At least fourteen days notice to all entitled to attend or be represented shall ordinarily be required for convening OGM meetings and seven days for

committee meetings. Notice of sub-committee meetings shall be as arranged by the Chair of subcommittees to the satisfaction of the members.

Colours, Stationary and Badges. The Club colours as issued by SLS GB are Blue and Red.

All Club stationary should bear Club name, its Logo and Charity Number. Only such badges and insignia as may be authorised by the committee may be worn on Club clothing and equipment.

Insurance.

Public liability and personal accident insurance is covered through membership of SLS GB. The Committee is responsible for organising insurance cover for the Clubhouse and Equipment.

Club Rules.

A copy of the Club Rules will be available to all Members- typically by posting on the Club website.