

BRCC RULES

(First agreed at the BRCC AGM 10th Nov 2000)

The Bedfordshire Road Cycling Club

2004 changes to governing bodies-
British Cycling (BC) changed from British Cycling Federation
Cycling Time Trials (CTT) Changed from Road Time Trials Council.
* Amended as at the SGM – 5th March 2004 and modified to meet CASC legislation 5th March 2005.
Addition to Club Officials:- introduced at AGM 21st November 2008

Index

General Rules:	Membership and Subscription General meetings	2
General Rules:	Management	3
Duties and Responsibilities of officials:	Chairman (Woman), Vice-Chairman (Woman) Secretary Assistant Secretary Treasurer, Captains, Social Secretary Clubhouse Secretary	4
Duties and Responsibilities of officials:	Time Trial Secretary (ies) Open Event Secretary Time Trial Recorder Editor Publicity Secretary BC Secretary Clubhouse Maintenance Secretary Auditors Time Keepers Delegates Clubhouse Trustees	5
Racing Rules:		6
Trophy Rules:		7

General Rules

1. This club shall be called "The Bedfordshire Road Cycling Club".
 - * The objectives of the Club are:-
 - 1) to provide suitable facilities for the encouragement of pedal cycling and social events by the whole community.
 - 2) To promote competitions within the club to co-operate with similar organisations in other parts of the UK and to further the interests of cycling generally.

The Membership shall consist of President, Past Presidents, Vice-Presidents elected in perpetuity, members, honorary and life members.

* All profits made by the Club must be reinvested in the Club and its activities and not distributed amongst its members.

* In the event of the dissolution of the Club, any assets remaining after satisfaction of all debts and liabilities shall not be paid to or distributed among members of the Club, but shall be given or transferred to one of the following approved sporting or charitable bodies:

- a. A registered charitable organisation(s).
- b. Another club which is CASC (Community Amateur Sports Club Scheme)
- c. The sports national governing body for use by them for related community sports.

Membership and Subscription

2. * Membership of the club shall be open to all persons irrespective of ethnicity, nationality, sexual orientation, religion or beliefs; or of age, sex, disability except as a necessary consequence of the requirements of cycling as a particular sport.
The Club may refuse membership or expel from membership only for good and sufficient cause such as conduct or character likely to bring the Club or sport into disrepute.
Appeal against such a decision may be made to the Club's members and decided by a majority vote.
- 2b. Each candidate proposed for membership must forward to the Secretary a signed application form giving their full name and address, and, in the case of an applicant aged under 18, their date of birth. The form must be signed by the proposer and seconder, who shall both be members of the club and one of whom must be an officer of the club. The committee have the power to approve or reject an application. Election shall be by simple majority vote of the committee.
3. The membership shall be divided into the following groups for the payment of annual subscriptions:-

Juveniles (Under 16 years)	Juniors (16 – 17 years)
Seniors (18 and over)	Couples, Family Group

The ages being those on the date on which the subscriptions are due or paid, whichever is the later. The rates may be changed by the committee. Subscriptions are due on 1st January each year. A person joining between January 1st and Jun 30th will pay the full subscription. A person joining between July 1st and December 31st shall pay 50 percent of the subscription.

4. A member failing to pay their subscription by 31st march shall cease to use the services of the club until such subscriptions are paid. The names of all members whose subscriptions remain unpaid shall be removed from the membership register at a date not later than 30th April following a friendly and informal request.
5. On ceasing to be a member, a person shall return to the Secretary, or other responsible official, any property of the club that may be in their possession.

General Meetings

6. The Annual General Meeting of the Club, at which officers and committee for the ensuing year are appointed shall be held in November and the accounts of the Club shall be balanced and audited as at the 30th September of each year. A Special General Meeting shall be called by the Secretary on receiving a requisition signed by not less than twenty members.
At the AGM voting shall only be allowed on items which are on the agenda.
7. The Secretary shall circulate the notice of the Annual General Meeting at least 28 days before that meeting.
8. A quorum of one-fifth of the total number of senior members of the Club who are obliged to pay an annual subscription fee shall be present at an Annual General Meeting, before the business of the agenda is commenced. Any member, of any class, who is present shall count towards the quorum. This does not exclude non-subscription paying members from voting.
9. Items for inclusion on the agenda of a General Meeting shall be received by the Secretary at least 14 days before that meeting. Agendas will be available 7 days prior to the General Meeting.
10. No alteration or addition to these rules shall be made unless carried at a General Meeting by a vote of at least two-thirds of the members present and voting.

Management

11. The management of the Club shall be vested in a committee consisting of Chairman / Chairwoman, Vice-Chairman / Chairwoman, Secretary, Membership Secretary, Treasurer, Captain, ~Time Trial Co-ordinator, #Road Race Co-ordinator, #Club Run Co-ordinator, Time Trial Secretary, Open Event Secretary(ies), Social Secretary, Clubhouse Secretary, Editor, Time Trial Recorder, #Communications Secretary, #Webmaster, BC Secretary, Clubhouse Maintenance Secretary, Mountain Bike Secretary, Junior Secretary and other members to form a committee (with power to add).
At committee meetings, seven shall form a quorum
12. The President, Past Presidents and Vice-Presidents of the Club may attend committee meetings in an advisory capacity if not already members of the committee.
13. The committee shall have the power to expel any member of the committee who fails to attend three consecutive meetings without giving satisfactory reasons for their absence. The committee shall also have power to fill any vacancies which may arise.
14. Any matter dealt with at the committee meeting which is deemed to be confidential shall not be discussed outside committee.
15. The committee shall have power to expel or suspend any member guilty of conduct detrimental to the interests or reputation of the club. Members shall have the power to appeal to the body of the Club.
16. The Committee have the power to make by-laws and to decide disputes not provided for in these rules.

Duties and Responsibilities of Officials

17. The duties and responsibilities shall be as follows:-

President: The President is a figurehead of the Club and shall have no voting rights.

Chairman / Chairwoman: To preside at General and Committee Meetings and use a second or casting vote as necessary; to Sign cheques in conjunction with Treasurer; as senior official endeavour to co-ordinate the work of others and to advise concerning club policy and urgent matters.

Vice-Chairman / Vice-Chairwoman: To assist the Chairman and deputise for them in their absence

Secretary: To convene General Meetings in accordance with the rules and Committee meetings as required, to record minutes of such meetings; to keep the membership register up to date; to maintain the Club Property Book; to retain for future reference all minute books, racing and attendance records and official documents which are to be deposited with him when no longer in use; to generally conduct the business of the Club as instructed and be ready to advise and assist in the coordination of the duties of other officials.

Membership Secretary: To administer the registration and induction of new club members and to maintain an up-to-date register of club members

Treasurer: To keep account for all club funds; to pay bills as approved by the committee, to sign all cheques in conjunction with Secretary and/or Chairman / Chairwoman and /or President; to receive subscriptions and submit to the committee a list of those overdue; to present a brief statement of accounts at Committee Meetings and prepare the annual statement of accounts; to issue receipts and retain duplicates for all monies paid to him.

Captain: To coordinate the club teams. Advise, encourage and organise members to enter suitable events.

Road Racing Coordinator: To coordinate club teams. Advise, encourage and organise members to enter suitable road racing events. To keep a record of members performances in BC events.

Time Trial Coordinator: To coordinate club teams. Advise, encourage and organise members to enter suitable Time Trialling events.

Club Run Coordinator: Programme, communicate and identify a leader for club runs on a weekly basis.

Evening League Secretary: To coordinate the running of the annual BRCC Evening League

Social Secretary: To organise social functions as approved by the committee and to deal with accounts and correspondence relevant to such functions

Clubhouse Secretary: To organise functions and refreshments at the Clubhouse; to maintain accounts showing details of expenses for each month and total receipts for each function, and to adjust profit or loss with the Treasurer annually supported by a statement.

Time Trial Secretary (ies): To prepare a programme of club time trials in accordance with Racing Rule 6; to organise club time trials and maintain records of these events. To maintain course details.

Open Event Secretary: To organise as instructed open events promoted by the club; to carry out CTT regulations concerning such events; to maintain a record of events, riders returned, courses and timekeepers for such events.

Time Trial Recorder: To record club riders individual and team aggregate times in time trials; to maintain a record book giving full details of individual and team aggregate club records; to be responsible for calculating best all rounder from evidence supplied by riders.

Editor: To collect copy for, edit and circulate the 'Bedfordshire Cyclist'; to have power to condense, amend or reject copy.

#Communications Secretary (ies): To manage BRCC communications internally and externally, ensuring integrity and consistency across all communications channels (newsletter, website, promotional publicity, press reports and results.) To attend to all publicity matters including arranging for issue of weekly reports of club activities and fixtures to the press.

#Webmaster: Technical management of the club website

BC Secretary: To coordinate applications to British Cycling for racing licences; to administer the Go-Ride! Youth cycling scheme.

Clubhouse Maintenance Secretary: To organise the maintenance of the clubhouse as necessary, to purchase materials and organise work parties; to organise any new construction which may be approved by the committee.

18. The following officials, who need not necessarily be members of the committee, shall be elected at the Annual General Meeting:

Auditors (Two): To audit the club accounts, sign off the annual statement to this effect, and, if necessary, issue a report. They are not able to serve on the committee while serving in this capacity.

Timekeepers: To time club events, private time trials and attempts on club records. To maintain timekeeping standards to CTT requirements and ensure CTT regulations are complied with.

Delegates: To put forward as instructed by the committee, club policy to the meeting concerned. To report at the next committee meeting the business of the meeting attended.

Clubhouse Trustees (3): To act as trustees for and on behalf of the Bedfordshire Road Cycling Club with respect to all aspects of the Clubhouse lease.

Racing Rules

1. All road time trials promoted by the club shall be governed by the rules and regulations of Cycling Time Trials and or other recognised national body. All road races and track races promoted by the club shall be governed by the rules and regulations of British Cycling and or any other recognised national body.
2. No entry to any club event shall be accepted from any member whose subscription is in arrears nor shall any competitor be allowed to start in an event without paying the appropriate entrance fee.
3. Club records may be established or broken either in club, association or open events, private time trials or place-to-place record attempts. Claimants for records shall satisfy the committee as to their performance before such records can be recognised.
4. The turning points in club place-to-place records are the respective head post offices of the towns concerned or other recognised points.
5. The club shall only recognise records set up or broken by a first claim member.
6. The committee shall, before each season, approve the number, type, distance, time of start, route and prize allocations of all club time trials. The programme of club time trials shall be prepared by the Club Time Trial Secretary(ies).
7. (A) A first claim member is one who, at the time of applying for membership of the club, is not a first claim member of any other cycling club. One who is not a first claim member may become one by resigning first claim membership of the other club. As specified within C.T.T and B.C. regulations.

(B) Only first claim members may compete for club championship trophies or racing awards.
8. The club committee shall ensure that a certificate shall be awarded to all riders who finish in the club 12-hour.
9. The club committee shall ensure that a certificate shall be awarded to any member establishing or breaking a club individual or team record.
10. No person under twelve years of age on the day of the event shall compete in club time trials.
11. There shall be a B.A.R. competition for veteran club members at distances of 25 miles, 50 miles, 100 miles and 12 hours. The basis of computation shall be the age standard in accordance with V.T.T.A. rules.
12. The year over which performances will qualify for the award of club trophies shall be from the 1st November to the 31st October in the following year, with the exception of trophies for which the qualifying period is defined in the conditions of the award.

Trophy Rules

A medal will be awarded for each Club Trophy provided there is no other permanent award.

The 'Jackson' Memorial Trophy

Presented by Members 1948

To be presented for the best All Rounder Champion of the Club over distances of 25, 50, 100 miles and 12 hours in the Club, Association, Open or Semi-Open events.

The rider showing the best average speed over these distances to be declared the winner, and to hold the trophy for one year. The method of calculating the best average speed is as follows: "The best average speed of each of the four distances added together and divided by four".

The trophy is perpetual and cannot be won outright. A replica will be awarded the member winning the trophy three times.

The 'Silver Jubilee' Trophy

Presented by Members

To be presented for the best All Rounder Champion of the Club over distances of 25, 50, 100 miles and 12 hours, all to be Club Events.

The rider showing the best average speed over these distances to be declared the winner, and to hold the trophy for one year. The method of calculating the best average speed is as follows: "The best average speed of each of the four distances added together and divided by four"

The trophy is perpetual and cannot be won outright. A replica will be awarded the member winning the trophy three times.

The 'Stan Litchfield' Memorial Trophy

Presented by A A G Swales

Awarded each year for the Junior Championship of the Club. To be competed for by members who were under the age of 21 years of age on 1st March and who were members prior to 1st June of each year.

The rider returning the best average speed at distances of 25, 30 and 50 miles in Club, Association, Open or Semi-Open events (excluding Inter-Club) to be declared the winner.

Members riding in events of greater than 100 km (62.5 miles) on road or track are not eligible to compete for the trophy during that year.

To calculate the best average speed, add the best average speed at each distance and divide by three.

The trophy is perpetual and cannot be won outright. A replica will be awarded the member winning the trophy three times.

The 'Phillips' Trophy

Presented by Mr & Mrs SG Phillips

To be competed for by lady members of the Club as All-Rounder Championship of the Club over distances of 10, 15 and 25 miles including Evening Events, Club, Association, Open or Semi-Open events.

The rider showing the best average speed over these distances to be declared the winner.

The method of calculating the best average speed is as follows: "The best average speed of each of these three distances added together and divided by three."

The 'Barker' Cup: Long Markers' 25

Presented by A L Barker

To be held for one year by the winner of the Long Markers' "25". A perpetual trophy.

Trophy Rules cont...

The 'Chattell' Cup

Presented by A W Chattell

To be held for one year by the winner of the fastest Club "25". A perpetual trophy.

The 'French' Challenge Cup

Presented by W French

To be held for one year by the winner of the fastest Club "30". A perpetual trophy.

The 'Velocipede' Attendance Challenge Cup

Presented by R V Dove

The Cup to be awarded for conscientious attendance after taking into consideration any cause for non-attendance owing to illness. To be awarded to any member of two years' membership or less who receives a majority vote taken by members with over two years' membership at the Annual General Meeting.

Awarded annually, this trophy is a perpetual one and can only be awarded once to the same member.

(Rejoined members are not eligible.)

The 'George Deag' Memorial Trophy

Presented by Mrs Daeg

Awarded annually to the Junior or Juvenile first claim member who has not been placed 1st, 2nd or 3rd but has the highest attendance in the Club SPOCO events.

The 'Georges' Attendance Trophy

Presented by GW Skevington & GL Constance

Awarded annually to the Senior first claim member who has not been placed 1st, 2nd or 3rd but has the highest attendance in the Club SPOCO events.

The 'Roy and Phyllis Marston' Ladies' Attendance Trophy

Presented by Mrs Phyllis Marston

Awarded annually to the lady first claim member who has not been placed 1st, 2nd or 3rd but has the highest attendance in the Club SPOCO events.

The 'Woodford' Cup

Presented by PG Woodford

To be held for one year by the winner of the fastest Club "50" (or nominated event).

A perpetual trophy.

The 'B.S.A.' Trophy

Presented by the BSA Co Ltd

To be held for one year by the winner of the Club "100" (or nominated event). A perpetual trophy.

The 'Fred Knight' Memorial Trophy

Presented by Members

To be held for one year by the winner of the Club "100" Handicap (or nominated event). A perpetual trophy.

Trophy Rules cont...

The 'Woodbine Haylock' Shield

Presented by Woodbine Haylock

To be held for one year by the winner of the Club "12 hour" Handicap (or nominated event*).

The 'Chattell' Red Cross Shield

Presented by A W Chattell

To be held for one year by the Club whose team returns the lowest aggregate time in the Bedfordshire Road Cycle Club's Annual Charity '25'. A team consists of four riders. A perpetual trophy.

All proceeds after expenses have been met are to be donated to charity.

The 'Matthews' Trophy

Presented by S A Matthews

To be held for one year by the winner of the Club "Hill Climb" (or nominated event). A perpetual trophy.

* See Racing Rule 6

The 'Roy Marston' Trophy

Presented by R A Marston

To be awarded to the member contributing the most to the club, furthering the interests of the club and / or the sport of cycling within the club.

To be a perpetual trophy and competed for annually.

May only be awarded to the same member once in every three years. Each member of the current Committee to state in writing the name of the member so qualifying and the reasons for the committee member's choice. The selection to be made by the Committee

The 'Beatrice Halylock' Memorial Trophy

Presented by Woodbine Haylock

To be held for one year by the lady member returning the fastest time in the Club's Annual Open Ladies' 25 mile Time Trial (Charity).

Should no lady member so qualify, the trophy, to be awarded as determined by the Committee.

This is a perpetual trophy.

The 'Pursuit' Trophy

Presented by DA Murphy and E Gough

To be awarded annually to the member winning the individual club pursuit championship, which is to be held on a hard track. A perpetual trophy.

The 'Arthur F. Pinnock' Memorial Shield

Presented by R Peckham, J Howard & J Stanbridge

To be awarded annually to the member returning the fastest club time in the Gent's Open 25 mile Time-Trial (Red Cross). A perpetual trophy.

The 'Rudge Whitworth' Trophy Ladies lowest Club Annual Charity 25

Presented by Rudge Whitworth Limited

To be held for one year by the Club whose ladies' team returns the lowest aggregate time in the Bedfordshire Road Cycle Club's Annual Charity '25'.

A team consists of two riders. A perpetual trophy.

Trophy Rules cont...

The 'Road Racing' Trophy

Presented by Members

To be awarded annually to the member making the largest number of points for Road Racing.

Points to be awarded as follows:

For 1 st place	12 points
For 2 nd place	10 points
For 3 rd place	8 points
For 4 th place	6 points
For 5 th place	4 points
For 6 th place	2 points
For 7 th , 8 th , 9 th or 10 th	1 point

In addition, 1 point will be awarded for starting and 1 point for finishing.

In multi-stage races only the final overall result will count.

A member's best six performances will count.

The 'Charles Benson' Trophy

Presented by Mrs E Benson

To be awarded annually to the rider completing the greatest distance in an open 12 hour event.

A perpetual trophy.

The 'Howard' Trophy

Presented by P Howard

To be awarded each year to the schoolboy (Juvenile) member of the Club Returning the best average speed at distances of 10 and 15 miles in Club, Association, Semi-Open and Open events. A Juvenile is that as defined by CTT. A perpetual trophy

The 'Binczyk' Trophy

Presented by Mr & Mrs Binczyk

To be awarded each year to the Junior member of the Club Returning the best average speed at distances of 10, 15 and 25 miles in Club, Association, Semi-Open and Open events.

A Junior is that as defined by CTT. A perpetual trophy

The 'Fellowship' Trophy

Presented by HG Perkins

To be awarded each year to the school girl (Juvenile) member of the Club Returning the best average speed at distances of 10 and 15 miles in Club, Association, Semi-Open and Open events.

A Junior is that as defined by CTT. A perpetual trophy

The 'Phillip Moore' Memorial Trophy

Presented by Diane Moore

To be awarded each year to the rider taking overall best placing in the Sporting Courses club events (SPOCO), 8 events to count. A perpetual trophy.

Trophy Rules cont...

Junior 'SPOCO' Plaque

Presented by Mrs Sheila Mills

To be awarded each year to the Junior Member of the Club taking overall best placing in the Sporting Courses club events (SPOCO), 8 events to count. A Junior is that as defined by CTT.

A perpetual trophy.

The 'Ron Peckham' Trophy

Presented by Mr Ron Peckham

To be awarded each year to the Lady member who completes the fastest 12 hour event.

A perpetual trophy.

The 'Mountain Bike' Trophy

To be awarded at the end of each calendar year to the best mountain bike rider in the club determined by his / her best six performances in regional mountain bike races throughout the year. Events may be races, trail quests or any competition involving mountain bikes.

(It is suggested that each performance is rated on the finishing position as a percentage of the number of riders in the event, thus allowing all categories of riders to compete equally for the award.)

* * *

Produced by the BRCC Committee in the year 2000

Compiled by Chris Hartley

Amendments

2004 changes to governing bodies:

British Cycling (BC) changed from British Cycling Federation.

Cycling Time Trials (CTT) changed from Road Time Trials Council

* Amended at the SGM

5th March 2004 and modified to meet CASC legislation

5th March 2005.

Addition to Club Officials – introduced at AGM 21st November 2008