



**ASHFORD & DISTRICT ROAD RUNNING
CLUB**

INFORMATION PACK

NOVEMBER 2009

ASHFORD & DISTRICT ROAD RUNNING CLUB

A Community Amateur Sports Club

<http://www.ashford-runners.co.uk>

Welcome to the Ashford and District Road Running Club.

Formed in April 1988 we currently have a membership of about 70 covering both sexes and all ages and abilities.

Coaches are available to provide advice and training schedules to enhance your performance.

The club enjoys excellent facilities at the clubhouse which is situated at Sandyacres, Sandyhurst Lane, Kennington, Ashford. There is a hall for circuit training and a bar and television lounge where your family can relax while you train. There are also ample changing rooms and showering facilities.

Club nights are Tuesdays and Thursdays starting at 7.00pm when training sessions and runs start from the clubhouse. Advice will typically be available to help you plan your session and suggest running colleagues of similar ability for the evening. The club also has a training session at the Julie Rose Stadium at 7.30pm on Mondays for 'Quality' training on the track (there is an additional fee for this).

Social events are held during the year and a newsletter is produced at about quarterly intervals (for which the editor is always pleased to receive contributions).

We run our own 10K race each year and also compete in other local (and distant) races for which membership gives reduced entry fees. A selection of entry forms for future races is held at the clubhouse.

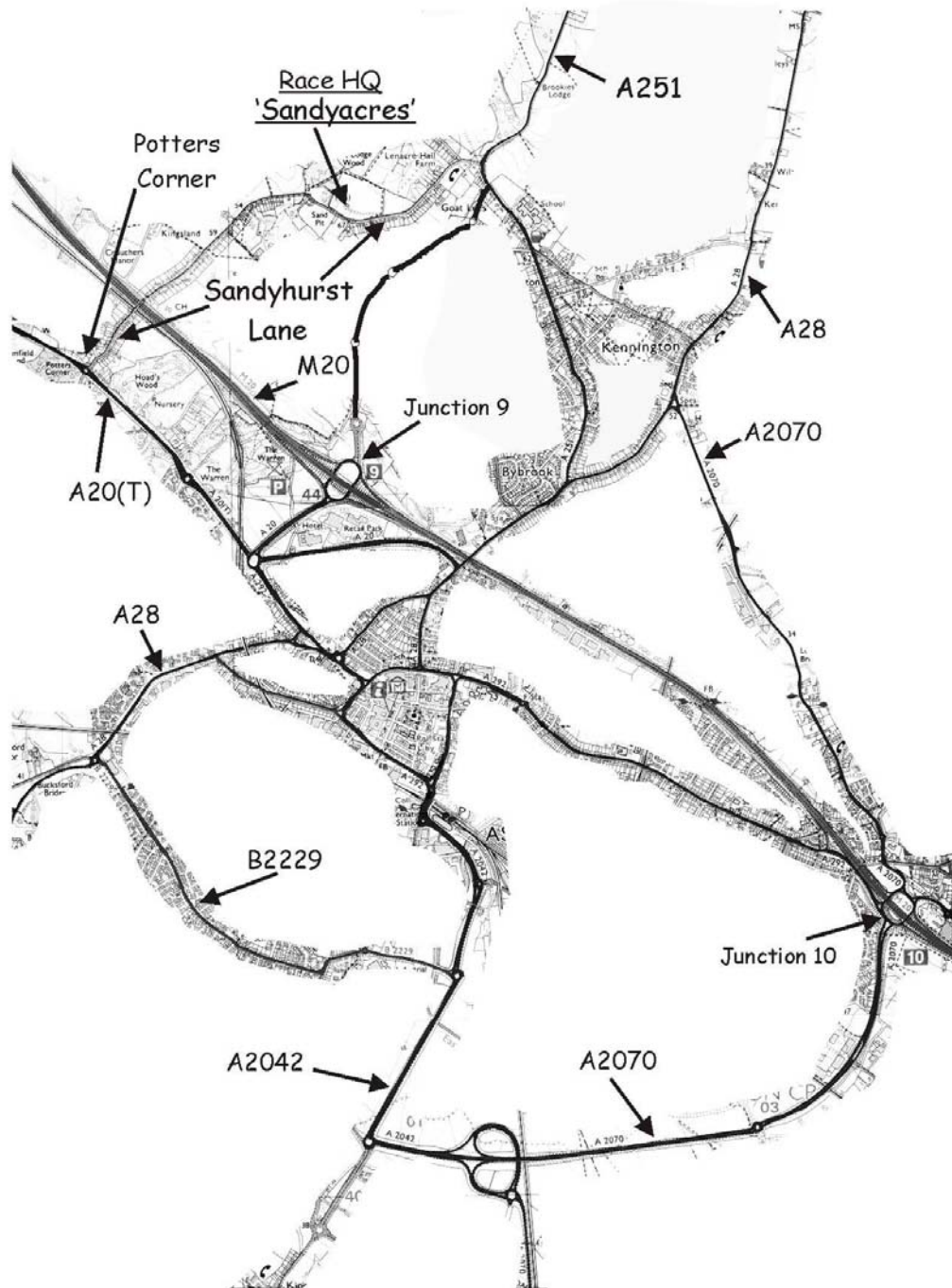
We are affiliated to UK Athletics, SEAA, KCAA and the LDWA. Our colours are turquoise vests which are available from our kit officer, and black shorts. The current annual subscription is £27.50 and £16.50 for each additional family member (living at the same address) and £11 if under 18 years of age.

We hope you decide to join us and should you have any queries please do not hesitate to contact myself or any member of the committee or visit the website at <http://www.ashford-runners.co.uk>.

Lynne Oliver
Honorary Secretary

November 2009

Our Location



We are fortunate to have the use of the facilities of the Club House and grounds at Sandyacres, Sandyhurst Lane, Ashford, Kent, TN25 4PE. Sandyhurst Lane can be reached from either the A20 [Potters Corner], the A251 [Faversham Road] or via the M20 [Junction 9].

Committee Members & Club Officers

President	Peter Rush		
Honorary Vice President	Ernie Warren		
Chairperson	Mick James	Committee Member	
Vice Chairperson	Allan Crawley	"	"
Honorary Secretary	Lynne Oliver	"	"
Honorary Treasurer	Dave Edwards	"	"
Records Secretary	Steve Hickman	"	"
Fixtures Secretary	Nina Davies	"	"
Men's Captain - Acting	Eddie Rodger	"	"
Ladies Captain	Alison Draper	"	"
Social Secretary	Clare Jenkins	"	"
Membership Secretary - Acting	Mick James	"	"
Nominated Coach		"	"
Kit Officer	Jim Jolly		
Newsletter Editor			

Coaching Committee

Club Coach Level 3	Gary Sage
Assistant Club Coach Level 1	Glen Beasley
Assistant Club Coach Level 1	Mollie Smith

Rules

TITLE

Rule 1: The name of the Club is Ashford & District Road Running Club ('The Club').

HEADQUARTERS

Rule 2: The Headquarters of the Club is Sandyacres, Sandyhurst Lane, Ashford, Kent or as may be determined from time to time.

OBJECT

Rule 3: The object of the Club is the promotion of community participation in Amateur Athletics through Road Running, Cross Country Running and similar activities within and around the area known as 'The Borough of Ashford' in the County of Kent.

MANAGEMENT

Rule 4a: The Management of the Club is vested in a Committee of Club Members consisting of a Chairperson, Vice-Chairperson, Honorary Secretary, Honorary Treasurer, Men's Captain, Ladies Captain, Nominated Coach and Secretaries for Social, Fixtures, Records and Membership ('The Committee'). In addition the Committee may, at its discretion, elect a further four Club Members to the Committee each of whom shall have full voting rights, to serve until the end of the next AGM. Five shall form a quorum. The Committee has the power to fill any vacancy which may arise.

Rule 4b: The Vice-Chairperson automatically becomes the Chairperson upon the latter either resigning from his/her position or by de-selection by the Membership. A Committee Member may serve in more than one position on the Committee during the Club year subject to there being no nominations for the position in question at the AGM. Regardless of the number of Committee positions held by a Committee Member he/she shall only have a single vote upon matters requiring such a vote.

Rule 4c: The Nominated Coach shall be a Member of the Coaching Committee and shall be the Coach nominated for the time being by the Coaches to attend Committee Meetings for and on their behalf.

MEMBERSHIP

Rule 5: Membership of the Club is open to anyone regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs all of whom must be Amateurs as defined by UK Athletics Rules.

A candidate for Membership must apply in writing on a form provided for the purpose, be proposed by one Member, seconded by another Member and be elected by ballot at the next ensuing Committee Meeting.

RESIGNATION

Rule 6: A Member intending to withdraw from the Club shall give notice in writing to the Honorary Secretary. His/her Membership terminates on the date of that notice unless he/she is financially indebted to the Club, in which case the Committee shall withhold acceptance of the resignation and deny Membership privileges to him/her until he/she has discharged his/her liability. Subject to the implementation of UK Athletics Rules 3(9), 4(8) & 5. The date of resignation shall then be the date on which the debt is discharged.

A Member not having tendered his/her resignation prior to March 31st shall be liable for the ensuing year's subscription.

SUBSCRIPTION

Rule 7: The current Annual Subscription to the Club is £27.50 for a Full Member, £16.50 for an Additional Full Member and £11.00 for an Additional Family Member payable on election and subsequently on 1st April in each year. The terms 'Additional Full Member' and 'Additional Family Member' shall refer to immediate family only and additionally the term 'Additional Family Member' shall refer to persons under 18 years of age.

Any subscription changes will be proposed at a General Meeting. However The Committee reserve the right to require the Club's Members to pay, upon request, any increase in costs that may arise as a result of the Club's use of Sandyacres.

Fees payable shall be reduced on a quarterly basis for new Members joining during the year.

The Committee shall, after sending a reminder to the Member, to his/her last know address, deny Membership privileges to any Member whose annual subscription is not paid by 1st July of any Club year. Membership of the Club does not terminate until the fulfilment of Rule 6.

Any Member whose annual subscription is in arrears on 1st May of any Club year shall be denied the right to have any race times recorded within the Official Club Records and the chance of obtaining Club Trophies with those times. If the Member subsequently pays their annual subscription only times recorded after the payment date will be entered into the Official Club Records.

ANNUAL GENERAL MEETING

Rule 8: An Annual General Meeting shall be held within the 8 week period prior to the end of the Membership year to receive the Committee's report and financial statement, elect an Auditor of Accounts, elect a Committee and deal with any other matter specified on the agenda. The Honorary Secretary must give every Member 21 days notice of the Meeting, and notice of any business which it is desired to place on the agenda must be given in writing to the Honorary Secretary at least 14 days prior to the Meeting.

The Committee thus elected shall remain in service, except as provided for elsewhere in these rules, until the next AGM.

SPECIAL GENERAL MEETING

Rule 9: A Special General Meeting shall be called at the instruction of the Committee or within 14 days of receipt by the Honorary Secretary of a requisition in writing signed by Members (ten) of the Club, stating the business to be brought before such a Meeting. The Honorary Secretary must give every Member 21 days notice of the meeting along with the purpose for which the meeting has been called.

ALTERATION TO RULES

Rule 10: No alteration or addition may be made to the Rules except by an Annual General Meeting or a Special General Meeting called for the purpose. Notice of any proposed amendment must be given as provided in Rule 8 & 9. Changes to the Rules that would jeopardise the Club's status as a Community Amateur Sports Club (CASC) as first provided for by the Finance Act 2002 shall not be considered.

MONTHLY COMMITTEE MEETING

Rule 11: The Honorary Secretary shall give at least 7 days notice of the time and place of any Monthly Committee Meeting and the business to be dealt with. No other business shall be dealt with at any such meeting. Any Member has the right to attend the Monthly Committee Meeting and may, on invitation, comment on any issue discussed during the meeting. The Member shall not have any voting rights on issues raised at the Meeting.

Whenever a Committee Member has a personal interest in a matter to be discussed he/she must declare that interest, withdraw from that part of the meeting (unless ask to stay), not be counted in the quorum for that part of the agenda and withdraw during the vote and be denied any vote on that particular matter.

The Chair of the meeting shall not have the casting vote.

CLUB COLOURS

Rule 12: The Club colours shall consist of a Turquoise vest with Club badge and black shorts. Alternative colours consisting of a White vest with Club badge and black shorts may also be worn providing that all the participants in a team event wear the same strip.

FUND AND PROPERTY

Rule 13: The whole funds and property of the Club shall be vested in the Chairperson, Honorary Secretary and Honorary Treasurer ('The Executive') for the time as trustees for and on behalf

of the Club. All monies of the Club shall be deposited at any financial institution found suitable to the Executive. All cheques must be signed by the Honorary Treasurer and either the Chairperson or Honorary Secretary.

- (a) The property and funds of the Club shall not be used for the direct or indirect private benefit of the Members other than reasonably allowed for by these rules. All surplus income or profit shall be reinvested in the Club.
- (b) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, away match expenses, post match refreshments and other ordinary benefits of a Community Amateur Sports Club as provided for in the Finance Act 2002.
- (c) The Club may also in connection with the sports purposes of the Club:
 - (i) Sell and supply food, drink and related sports clothing and equipment.
 - (ii) Employ Members (though not for representing the Club) and remunerate them for providing goods and services, on fair terms set by the Committee without the person concerned being present.
 - (iii) Pay for reasonable hospitality for visiting teams and guests.
 - (iv) Indemnify the Committee and Members acting properly in the course of the running of the Club against any liability incurred in the proper running of the Club (but only to the extent of its assets).
- (d) The Committee shall have due regard to the law on disability discrimination and child protection.

MISDEMEANOURS

Rule 14: Any Member whose behaviour is considered unsatisfactory by a majority vote of the Committee and is minuted as such shall be given a written warning. Any subsequent warning, being considered by the Committee, to the same Member will result in that Member appearing before the Committee for a full explanation of the Member's actions. The appearance of a Member before the Committee may result in expulsion from the Club.

LOSS AND DAMAGE

Rule 15: The Club accepts no liability for loss or damage caused to Members personal property. A Member causing loss or damage to Club or Clubhouse property, equipment or fittings will be responsible for it's repair or replacement.

COACH FARES

Rule 16: A Member who books a seat on a Club organised coach and subsequently does not travel, shall be asked to reimburse the Club for the loss of fare.

CLUB RECORDS

Rule 17: Members claiming Club records must have worn Club colours, unless otherwise authorised, made a Club entry and entered a SEAA permit event, or equivalent, or, if running abroad, one held under the Rules and Regulations of that Countries controlling body. The claim must be supported by an officially published results sheet or a time recorded by a Club Member not participating in the event for which the time has been recorded.

PRESIDENT

Rule 18: The President of the Club shall be a fully paid up Member and be elected to office by the majority vote of the Membership at the Club's AGM. The Presidents' term of office shall ensue for a period of three years or until he/she ceases to be a Member of the Club, is denied Membership privileges, or shall express a wish to stand down.

VICE-PRESIDENTS

Rule 19: In order for any individual, Member or not, to stand for nomination the proposer shall clearly demonstrate, by means of a written report, to the Committee that the individual has shown outstanding commitment to the Club and its objectives.

Election to the post of Honorary Vice-President shall be by the majority vote of the Membership at the AGM after consideration has been given to the proposer's report and it has been seconded by the majority vote of the Committee. Subject to a show of hands, by the Membership, at the AGM the post holder shall continue in office for the ensuing year.

LONDON MARATHON

Rule 20: Qualification for entry into the annual draw for the guaranteed entries which may from time to time be awarded to the Club shall be as follows: -

- (a) The Member shall have entered the current years event and have received a rejection slip. The rejection slip shall be handed to the Records Secretary prior to the draw taking place.
- (b) The Member shall have been a fully paid up Member of the Club since 1st July in the running year of the draw.
- (c) Members who were successful in obtaining a place in the previous years race shall not be eligible for the current years draw.
- (d) The annual draw shall nominate Members equal to the number of guaranteed entries, see Rule 20 (e), made available to the Club plus one reserve. The reserve shall take the place of a Club Member who on having been nominated finds, for whatever reason, that he/she is unable to take part.
- (e) Should the reserve remain as such he/she shall be guaranteed one of the places gained by the Club in the following year providing that they make an entry for the following year and receive a rejection slip. In this case the annual draw shall nominate Members equal to the number of guaranteed entries with the last drawn being the reserve.

CLUB TROPHIES

Rule 21: Qualifications for the award of Club trophies shall be as follows: -

- (a) The Member shall have been a fully paid up Member of the Club since 1st July of the running year for the award being made.
- (b) The Member shall be a first claim Member of the Club.
- (c) For the Club to record race results the Member shall have entered the event in the Club's name, have worn Club, County or International colours during the event and have competed in an event held under the jurisdiction of UK Athletics, the IAAF or the host countries ruling body for such events. Off road events, except for the cross country award, shall not be eligible for trophies.
- (d) The Member shall when changing age categories abandon his/her previous times, including PB's, and establish new ones for his/her new category.
- (e) The Member shall only be eligible for a trophy in the age category he/she is in on 31st March in the current year. The Committee shall, however, retain the right of discretion.
- (f) The criteria detailed in Appendix 'A' shall apply.
- (g) Should a Member be awarded the same trophy for 3 consecutive years then he/she shall retain the trophy.

WINDING UP

Rule 22: The Member's may vote to wind up the Club if not less than three quarters of those present and voting support that proposal at a properly convened general meeting.

The Committee shall then be responsible for the orderly winding up of the Club's affairs.

After settling all liabilities of the Club, the Committee shall dispose of the net assets remaining to one or more of the following:

- (a) To another Club with similar sports purposes which is a registered charity and/or,
- (b) To another Club with similar sports purposes which is a registered CASC and/or,

(c) To the Club's governing body for use by them for related community sports.

VOTING

Rule 23: Except as provided for elsewhere within these rules all matters requiring a vote shall be decided by a simple majority of the votes cast on a show of hands.

Appendix A

Trophy	Age Range	Criteria
Men's Junior	Under 12	The lowest sum total of times for a Club nominated 1 and 2K event recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Men's Junior	12-13	The lowest sum total of times for the Club Mile and a Club nominated 3K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Men's Junior	14-15	The lowest sum total of times for the Club Mile and a Club nominated 5K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Men's Junior	16-17	The lowest sum total of the fastest times for the Club Mile and a 10K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Men's Senior Marathon	18-39	Fastest Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Men's Senior Half Marathon	18-39	Fastest Half Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Senior Marathon then the second fastest is awarded the Trophy.
Men's Senior 10 Mile	18-39	Fastest 10 Mile time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Senior Marathon or Half Marathon then the next fastest is awarded the Trophy.
Men's Senior 10k	18-39	Fastest 10K time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Senior Marathon, Half Marathon or 10 Mile then the next fastest is awarded the Trophy.
Men's Veteran's Marathon	40-49	Fastest Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Men's Veteran's Half Marathon	40-49	Fastest Half Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Veteran's Marathon then the second fastest is awarded the Trophy.
Men's Veteran's 10 Mile	40-49	Fastest 10 Mile time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Veteran's Marathon or Half Marathon then the next fastest is awarded the Trophy.
Men's Veteran's 10k	40-49	Fastest 10K time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Veteran's Marathon, Half Marathon or 10 Mile then the next fastest is awarded the Trophy.
Men's Supervets Marathon	50+	Fastest Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Men's Supervets Half Marathon	50+	Fastest Half Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Supervets Marathon then the second fastest is awarded the Trophy.
Men's Supervets 10 Mile	50+	Fastest 10 Mile time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Supervets Marathon or Half Marathon then the next fastest is awarded the Trophy.
Men's Supervet 10k	50+	Fastest 10K time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Supervets Marathon, Half Marathon or 10 Mile then the next fastest is awarded the Trophy.
Men's Most Improved	18+	Greatest collective improvement in a runners time for Half Marathon, 10 Mile and 10K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. All three distances must have been completed at least twice during the year and the first race shall be the base time.

Trophy	Age Range	Criteria
Men's Cross Country	18+	Award given to the runner who has competed in a minimum of three of the current seasons Kent Cross Country League events and attained the lowest number of points based on the three best race positions within those events.
Men's Mile	12+	Greatest percentage improvement in a runners personal best time for the Club Mile.
Ladies Junior	Under 12	The lowest sum total of times for a Club nominated 1 and 2K event recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Ladies Junior	12-13	The lowest sum total of times for the Club Mile and a Club nominated 3K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Ladies Junior	14-15	The lowest sum total of times for the Club Mile and a Club nominated 5K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Ladies Junior	16-17	The lowest sum total of the fastest times for the Club Mile and a 10K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Ladies Senior Marathon	18-34	Fastest Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Ladies Senior Half Marathon	18-34	Fastest Half Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Senior Marathon then the second fastest is awarded the Trophy.
Ladies Senior 10 Mile	18-34	Fastest 10 Mile time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Senior Marathon or Half Marathon then the next fastest is awarded the Trophy.
Ladies Senior 10k	18-34	Fastest 10K time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Senior Marathon, Half Marathon or 10 Mile then the next fastest is awarded the Trophy.
Ladies Veteran's Marathon	35-44	Fastest Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Ladies Veteran's Half Marathon	35-44	Fastest Half Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Veteran's Marathon then the second fastest is awarded the Trophy.
Ladies Veteran's 10 Mile	35-44	Fastest 10 Mile time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Veteran's Marathon or Half Marathon then the next fastest is awarded the Trophy.
Ladies Veteran's 10k	35-44	Fastest 10K time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Veteran's Marathon, Half Marathon or 10 Mile then the next fastest is awarded the Trophy.
Ladies Supervets Marathon	45+	Fastest Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March.
Ladies Supervets Half Marathon	45+	Fastest Half Marathon time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Supervets Marathon then the second fastest is awarded the Trophy.
Ladies Supervets 10 Mile	45+	Fastest 10 Mile time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Supervets Marathon or Half Marathon then the next fastest is awarded the Trophy.
Ladies Supervets 10k	45+	Fastest 10K time recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. If the winner is the same as for the Supervets Marathon, Half Marathon or 10 Mile then the next fastest is awarded the Trophy.
Ladies Most	18+	Greatest collective improvement in a runners time for Half Marathon, 10 Mile

Trophy	Age Range	Criteria
Improved		and 10K recorded by the Club, for the age range specified, during the year 1 st April to 31 st March. All three distances must have been completed at least twice during the year and the first race shall be the base time.
Ladies Cross Country	18+	Award given to the runner who has competed in a minimum of three of the current seasons Kent Cross Country League events and attained the lowest number of points based on the three best race positions within those events.
Ladies Mile	12+	Greatest percentage improvement in a runners personal best time for the Club Mile.
Improved Marathon	18+	Greatest percentage improvement in a runners personal best time, Male or Female, for the Marathon.
Tony Blain	-	Award for the first full Member completing the annual A&D 10k race (or steward's race). This will alternate annually between Male and Female Members.
Club Person	-	Award given to the Club Member, Male or Female, who receives the highest number of votes cast by secret ballot at the Club's AGM.

**ASHFORD & DISTRICT ROAD RUNNING CLUB
APPLICATION FORM FOR MEMBERSHIP**

Applicants for membership should complete this form and send it together with the appropriate subscription to:- The Membership Secretary, Ashford & District RRC, 64 Riversdale Road, Ashford, Kent, TN23 7TR. Telephone 01233 633881.

MEMBERSHIP SUBSCRIPTIONS:

Full Member	£27.50 per year	
Additional Full Member	£16.50 per year) Immediate Family
Additional Junior Member	£11.00 per year *) Only.

* Junior shall mean under 18 years of age

The above subscriptions are payable on election and subsequently on 1st April in each year. [See Rule 7]

Note cheques should be made out to 'Ashford & District RRC'

Name:

Address:

e-mail Address: **Tel No:**

Date of birth: **County of birth:**

Are you a member of any other athletic club? Yes/No

If 'Yes' please state club:

Occupation:

I declare that I am an amateur according to the following:

'An amateur is one who has never competed for a money prize or monetary consideration in any athletic sport or game or been in any way interested in a staked bet or wager made in connection with any athletic competition in which he/she was an entrant or competitor, who has never engaged in, assisted or taught any athletic exercise for pecuniary consideration or in any way exploited his/her athletic ability for profit and who has never taken part in any athletic competition with anyone who is not an amateur.'

I understand that while every reasonable precaution will be taken to ensure safety the Club cannot accept any liability for accident, injury or the loss of or damage to property during Club activities.

Signature of Candidate: Date:

Parents consent (If under 18 years of age):

For your own benefit and in confidence, can you please advise one of the Coaches of any long term medical condition that may affect you whilst training (e.g. heart disease, diabetes or high blood pressure).

For Official use only:

Proposed by: **Seconded by:**

Date: **Date:**

Date subscription paid: Amount: £ Initials:

Membership Number: