**CONSTITUTION RULES and GDPR OF SPEN VALLEY MCC**

**Affiliated to the Yorkshire Centre ACU**

4.6.2018

**OBJECTIVES**

1. The Aim of the Club is to encourage and promote Motorcycle Trials and support other ACU clubs in the Yorkshire Centre.
2. The Club may, through the Committee, promote other social events throughout the year.
3. The Club will organise a presentation evening, to be held annually.
4. The Club will keep its membership informed through its website and other media.
5. The Club may, and if appropriate, and at the discretion of Members, support any charitable cause through donations or organising events.
6. Club funds and investments are to be used solely in the pursuit of the above objectives

**ORGANISATION**

The Club will consist of members who will elect a Committee; the Committee will be responsible for conducting Club business and are able to vote on any matter without a meeting being called.

**ANNUAL GENERAL MEETING (AGM)**

1. The Club shall hold an Annual General Meeting, which will usually be held on a Thursday in January each year.
2. The Committee will determine the venue and time for the AGM.
3. The membership will be notified, through the website and other media and proposals to the AGM will be invited, with a deadline of seven days before the date of the AGM for inclusion on the Agenda.
4. The AGM will be held for the following purposes

(a) To receive the report of the Committee, together with the Treasurers report.

(b) To elect a Chairman and other officers to form a Committee.

(c) To elect an auditor.

(d) To review and set club membership and trial entry fees for the coming year,

(e) To review observer and free ride policy.

(f) If necessary to accept and approve any amendments to the Constitution and rules.

1. All paid up members have one vote each.

**GENERAL MEETINGS**

1. The Committee shall meet on the first Thursday of each month.
2. Non Committee members are welcome to attend any of these meetings

3 A quorum of at least five members must be present to pass any rule changes.

**THE COMMITTEE**

1. A Committee elected at the AGM shall govern the Club. This shall consist of a Chairman, Vice Chairman, General Secretary, Treasurer, Minutes Secretary and Awards Secretary.
2. Absentees – any Committee member who is absent from three consecutive meetings, without reasonable cause, shall forfeit his/her membership of the Committee.

**AFFILIATIONS**

1. The Club shall affiliate to the Auto-Cycle Union and the Yorkshire Centre, the fees being paid by the Club.
2. The Committee may make recommendations regarding other individual affiliation fees, these will be discussed and approved at the next General Meeting as appropriate.

**MEMBERSHIP**

1. Membership is non- discriminatory and all are welcome.

**HONORARY MEMBERSHIP**

1. The Committee shall decide on all Honorary Memberships.
2. This shall be for life on the proviso that the Member confirms annually his/her continuing interest and support of the Club.

**SUBSCRIPTION FEES**

1. Membership is free to Committee Members
2. Subscriptions and Trial Entry Fees will be discussed during the AGM. The membership will be advised of any proposed changes via the website.
3. Subscriptions are payable to cover a period of one calendar year.
4. No rider shall participate in any event until he or she has had their ACU affiliation approved.

 **SPONSORSHIP OF LOYAL MEMBERS**

Any rider who has been a member of the Club for at least the preceding two years, as defined by

Club Rules, qualifies to have their entry fee refunded for their first time entry To the Scott Time and Observation Trial

Any requests for a refund must be made and approved prior to the event, and it is the riders responsibility to pay the fee in the first instance.

**DISSOLUTION OF THE CLUB**

The Committee or a Quorum of at least five members of the Club , can vote to wind up the Club’s affairs if there is insufficient interest within the membership to make the Club viable.

At this time it will be their responsibility to discuss and vote on the distribution of surplus funds

 **RULES OF SPEN VALLEY MOTORCYCLE CLUB**

1. The members must respect the Landowners wishes regarding the use of his or her land and must conduct themselves in a responsible manner at all times
2. The Club reserves the right to prohibit members riding bike before and after the event.
3. Membership cards must be produced, if requested by any person acting on behalf of the Club.
4. A BEGINNER shall become a NOVICE after their first year of competition and will therefore no longer be eligible to receive a Beginners award, however they can continue to ride the easy course if they wish.
5. In order to finish a competition each rider must start and complete the event on the same machine.
6. A rider can win only one award per series or single event and must have ridden In four

Qualifying events, to win an award in the Championship series

1. In the event of a tie in any club championship the result will be decided by the position of the riders in the first club trial in which they were both entered.
2. Unless prior arrangements have been made, trophy winners who do not collect their trophy at the Prize Presentation, will not hold the trophy for one year, it will be retained by the club.
3. Club members taking Clerk of Course responsibility must obtain or renew, as required, a Clerk of Course Licence from the ACU Yorkshire Centre, Club to pay the seminar fees.
4. ACU Licences must be produced at each event entered.

 **SAFETY RULES**

1. A parent/guardian MUST accompany a member , under 16yrs, at all times whether practicing or competing.
2. To comply with insurance requirements, a crash helmet, boots, and long sleeved shirt/jacket must be worn at any trials event. Gloves are also compulsory for youth riders, it is also recommended they should be worn by all riders.

 **GUIDELINES FOR CLUB MEMBERS**

1. The following are guidance for the conduct of members when practicing or riding at an event.
2. Whatever type of event you are riding in, you should be fully aware of the ACU National Sporting Code and current regulations, as published in the ACU handbook. You will sign an entry form saying you are fully aware of both of the above, every time you enter an event. If you have affiliated to the ACU you will receive a copy of the ACU handbook.
3. You will also need to be aware of the Supplementary Regulations published for each event by the organising club. These form part of your entry form. It is your responsibility to read them.
4. The following guidelines are often part of the Supplementary Regulations so it is good practice to follow these at all times.
5. When riding in a Trial, you should not cross or enter a section without the permission of the Observer of that section.
6. You should not ride at excessive speeds or endanger other riders/spectators while riding between sections.
7. You should not carry a passenger on your bike unless it has been adapted to do so, ie sidecars.
8. If you need to ride in the car park area you must not endanger other people or property. You should be aware that such riding may not be permitted and that riding on the ground, prior to the start of the event, may exclude you from the event.
9. Non-participants cannot ride at the event unless they have signed on and paid the entry fee, otherwise they are not insured and the club could be liable
10. Being abusive to Observers or Officials is unacceptable behaviour. If you have a complaint about an Observer or Official (or score) please make proper complaint to the Clerk of the Course (which is the proper procedure) If this is unsuccessful you should use the formal appeals procedure.
11. Animals should be kept on leads at all times

**GENERAL DATA PROTECTION REGULATION (GDPR) & PRIVACY POLICY**

1. This item is to comply with the new Regulation and so not, potentially, incur huge fines of up to £500.000.
2. You will see on the event entry form, at a Trial, a paragraph which says the following:

When you enter competitions the following information may be collected and shared with other ACU event organisers/ACU Head Office/ACU Local Centre.

First Name

Surname

Gender

Date of Birth/Age

Make/Model/cc

Class

Email

Phone Number

Club

Event

Disabled (Y/N)

By signing the Entry form you have agreed to this. In addition we share the relevant details such as results, which are published in the press, social media and our website. All your personal details are stored as hard copies and are currently not stored electronically, these will be securely destroyed after three years.

We will not share your details with any third party other than the ones listed above.

If you wish to opt out of this then I’m afraid it would mean giving up riding Trials.

So, basically nothing has changed, business as usual.

If you wish to query any part of your data, held by Spen Valley MCC, or have a general question then please contact the Secretary, via the website contact page. [www.spenvalleymcc.com](http://www.spenvalleymcc.com)