



Constitution of the Titanic Quarter Cycling Club

1. Name

Titanic Quarter Cycling Club

2. Aims and Policies

The object of the club shall be to organise and promote the sport of cycling without discrimination. It shall be the aim of the club to encourage active participation from all sections of our community.

The club shall promote safe cycling to all its members. The club will have a focus on road safety and provide its members with the knowledge they need to cycle safely with confidence on our roads.

To encourage and promote healthy living through participation in sporting activities. To encourage and assist (where possible) cyclists who would like to ride competitively.

The club shall operate a vulnerable adult policy in line with best practice guidelines and to satisfy the requirements of the club's governing body.

To raise funds through sponsorship, growing the membership base and through any other way the club feel appropriate which will be used for the development and benefit of the club and to meet its objectives.

3. Club Colours/Branding

The club colours shall be black, yellow and pink.

4. Affiliation

The club has been affiliated with Cycling Ireland.

5. Membership

The club offers different levels of membership which will be open to any individual without discrimination who is interested in helping the club achieve its objectives and willing to abide by the rules of the club.

First Claim Members must have a recognised license issued by Cycling Ireland, British Cycling* or Cycling UK which for cyclists provides the member with, as a minimum requirement, Third Party Liability Insurance.

*BC members are required to have Ride, Race Silver or Race Gold membership to have sufficient liability insurance for group rides. *Commuter only is not acceptable.*

In order for Cycling UK member to ride lead any club run, they must be registered under CTC Member Group Organisers' Liability Insurance or Affiliated Clubs Organisers' Liability Insurance, and only applies if said member is leading the ride in accordance with Cycling UK guidelines.

Such members will have full club voting and membership rights. They must also pay an annual club subscription as per conditions of Section- Subscriptions.

Second Claim Membership may be granted to individuals who are first claim members of clubs that are approximately 20 miles or more distant from Titanic Quarter. They will have no voting rights, will not be eligible for club awards and will not be permitted to compete or race for the club. Second claim members must pay an annual club subscription as per conditions of Section- Subscriptions.

All second claim members should be proposed by a Full Claim member, and their insurance must fulfil the requirements in the constitution of that of a First Claim member.

The "20 miles or more distant" limitation may be amended by a majority decision of the Committee, subject to ratification at the next AGM.

Associate Membership may be granted to any person who wishes to a non-riding member of the club, and are proposed and seconded by First Claim members of the club. The Associate membership fee will be 50% of the full annual membership. Associate members will have no voting rights in the club.

Complimentary Annual Membership may be granted to club members who make a contribution to club development. Their annual club subscription will be waived. To be granted only to First Claim members on an annual basis and by majority decision of the Committee.

Honorary Membership may be granted to individuals who have made significant contributions to the club or to the sport. After 1 year, to be granted only by majority decision at the AGM.

Senior Life Membership - Any member who has reached the age of 75 years and has completed a minimum of five years of continuous membership shall be entitled to

Senior Life Membership. Such members shall be exempt from the payment of the annual club subscription fee, while retaining full voting rights and privileges.

Subscriptions:

Club subscriptions shall be fixed annually by the Committee. The period of annual membership shall run from January 1st to December 31st.

It is not permitted to take part in club activities until the club membership fee for the year ahead has been paid, along with appropriate valid cycle insurance.

Until 31st August, full club membership fee is payable.

From 1st September to 31st December the membership fee will be reduced by 50%

Members who's subscriptions have not been renewed by 31st December every year will be deemed to have resigned from the club, and will be removed from all communication channels including the Club's Strava webpage . Communication channels including the Club's Strava webpage will be reinstated upon submission of a valid subscription.

Volunteering:

Adult members are required to help the club achieve its objectives through a willingness to volunteer at least once each membership period. Volunteering roles include, but are not limited to acting as ride leader, marshalling, helping at events, organising club trips, undertaking training for the benefit of the club.

6. Club Year

The Club's year shall be the calendar year, from 1st January to 31st December

7. The Committee

The committee will comprise of at least those positions required by Cycling Ireland and at most the following:

- Chairperson
- Secretary
- Treasurer
- Membership Officer/Safeguarding Officer
- Media Relations Officer
- Ride Co-ordinator
- Social Officer

Committee members must be members of TQCC and one of the following cycling federations:

Committee Role	Permitted Cycling Federation Membership		
	Cycling Ireland	British Cycling	Cycling UK
Chairperson	Y		
Secretary	Y		
Treasurer	Y		
Membership Officer	Y		
Media Relations Officer	Y	Y	Y
Ride Co-ordinator	Y	Y	Y
Social Officer	Y	Y	Y

In order to ensure that no club member is disadvantaged in the opportunity to be involved in one of the 5 Committee roles which require CI membership, the Club will cover the cost of a Cycling Ireland membership only if the successful applicant holds a valid alternative equivalent licence such as British Cycling.

During the course of a membership years, the committee will have the power to co-opt additional members to the Committee. Each Committee member shall have one vote. The Committee shall be responsible for the running of the Club.

Decisions made by the Committee are ratified either by a simple majority vote of the committee, in the event of deadlock, then the Chairperson will have a casting vote, or where a survey of the membership is taken, the majority wishes of the members are taken as carried.

8. AGM and General Meetings

The AGM will be held during February of each year, one month's notice will be provided to members of the actual date.

An AGM of the club shall be quorate when at least 20% of the membership are present.

Club reports, requests for nomination for committee members and any changes to the club constitution to be presented at the AGM/General Meeting, must be issued to all members no less than 14 days prior to the AGM/General Meeting.

Nominations for committee posts and any Notice of Motions must be received in writing, including via email, by the Secretary no less than 7 days prior to the AGM/General Meeting.

A proposer is required for all nominations and Notice of Motions.

A notice of all committee nominations and Notice of Motions, along with the proposers shall be sent to all members via email not less than 4 days prior to the AGM. They will also be available on request from the Secretary. Nominations and Motions without due notice will not be discussed at the AGM.

All nominations will require to be seconded at the AGM. All paid up members, clear of club suspension and who attend the meeting are entitled to vote. No voting by proxy is allowed.

If more than one person is nominated for a post, voting shall be conducted via a show of hands, which will be counted by the Secretary. The Committee may, however, recommend that a vote should be held in a secret ballot format owing the context of the vote.

9. Disciplining Members

It is a requirement of Cycling Ireland that all registered clubs have a defined complaint and disciplinary procedure that applies to all members

The Committee wishes to make it clear that it is hoped that all but the most serious of issues can be resolved by an informal approach, which has served the club well in the past

Misconduct

“Misconduct” means any conduct that could bring the club, or its members, into disrepute

While it is not possible to set out a definitive list of examples of misconduct, however the following types of behaviour would be viewed as unacceptable:

- A significant breach of club rules
- A breach of the code of practice for sport coaches
- Serious or repeated disobedience of the reasonable directions of club officials
- Dangerous riding or compromising the safety of others
- Verbal or physical abuse of any kind
- Carry out any acts and/or making any statements that are discriminatory in any way

- In respect of any Person in a position of trust or authority over another Person either directly or indirectly
 - Abusing that trust or authority in any way
 - Failing to observe confidentiality
 - Failing to act with respect towards those persons
 - Acting in contravention of the Protection of Children and Vulnerable Adults policy
 - Failing to act in a professional manner

Reporting a Complaint/Misconduct

In the event of any person wishing to make a complaint, this should be made to the Committee as soon as practical. The person making the complaint can decide whether they wish to do this verbally or in writing (preferable).

Investigations

The Committee will carry out an investigation, with any club members who may be either directly or indirectly involved being obliged to cooperate

The Committee will meet and come to an agreement on what actions should be taken; this will be communicated to all parties

Appeals

The Committee decision may be appealed against, by individuals directly affected, by means of a written appeal to the Club chairperson, within 10 days of being notified of the Committee decision, giving clear and sufficient details of the reason for the appeal.

Should the chairperson consider it appropriate, they will then nominate three club members to hear the appeal and their majority decision shall be binding on all parties

10. Finance Committee

Membership of the Finance Committee shall be as follows:

Treasurer (Chair of the Finance Committee)

Chairperson

Secretary

Two other members

The Finance Committee remit shall be

-To manage the finances of the Club

-To propose an annual budget for Club activities

- To engage in fundraising activities that subject the objects of the Club
- To report to the Committee and the Club membership on all aspects of Club finances.

The Treasurer will not normally be a voting office on the Finance Committee, however, in the event of equality of votes, the Treasurer shall cast the deciding vote at meetings of the Finance Committee.

The Treasurer shall maintain correct accounts and books showing the financial affairs of the Club, with full details of all receipts and expenditure connected with the activities of the Club. The Treasurer shall provide a written statement of accounts at the Annual General Meeting, and at General Meetings at the request of the Committee, but at no fewer than three General Meetings a year. An audit may be carried out every 2 years.

The Committee shall cause to be opened with such a bank as the Committee selects, a bank account or bank accounts in the name of the Club, into which all monies received shall be paid within ten working day receipt.

All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments shall be signed by the Treasurer, the Chairperson, or the Secretary (any one to sign).

11. Alterations to the Constitution

The General Meeting of the Club may amend the constitution by a majority of two thirds of the members present and voting, provided that a quorum of 20% of the membership is present and voting, and that written notice of the amendment proposed has been given to all members not less than 10 days before the General Meeting.

12. Dissolution

The Club may be dissolved by the agreement of not less than three quarters of those present at a General Meeting specifically summoned for this purpose. Any funds existing at the time of dissolution shall not become the property of any member or members but shall be donated to a charitable cause.

Signed

A handwritten signature in black ink on a light gray background. The signature is 'Colin Roberts' written in a cursive, flowing style. The 'C' is large and loops around the 'o'.

Colin Roberts - Chairperson

Date 09-03-2026

A handwritten signature in black ink on a light gray background. The signature is 'E. Roberts' written in a cursive, flowing style. The 'E' is large and loops around the 'o'.

Emma Roberts - Secretary