

Delegation of Trustees' Authority

20 February 2022

This document sets out the powers and responsibilities that the Trustees of Clovelly Pilot Gig Club CIO ("the Club") hereby delegate to the Club Operational Committee ("the Committee"), enabling the Committee to exercise certain powers accorded to the Trustees in the Club's Constitution as if the Committee were themselves Trustees.

Any powers not explicitly delegated by this document remain with the Trustees. Where any conflict exists between this document and the Club's Constitution, the Constitution takes precedence. In exercising any powers delegated to them, the Committee shall ensure they do nothing that conflicts with the Constitution or harms the ability of the Trustees to carry out their own responsibilities under the Constitution.

AIMS AND OBJECTIVES

The objective of the club is to promote community participation in healthy recreation by the provision of facilities for sea rowing, in particular Cornish pilot gigs, for the benefit of the public, and to provide fitness, social and leisure facilities to the communities of rural Bideford.

The Club shall offer training to all rowing members regardless of age and ability to ensure that they are 'sea safe' and sufficiently proficient to row a gig on the open sea.

All rowing members shall be offered the opportunity to compete at regattas in the following crew categories: under 14 years, under 16 years, senior, veteran and super-veteran.

THE COMMITTEE

The officers of the Committee shall be the Chairperson, Treasurer, and Membership Secretary. These positions must be held by three unrelated and non-cohabiting people.

The Committee shall have no less than seven and no more than eleven members. The committee shall be the Chairperson, Treasurer and Membership Secretary plus four to eight representatives from the membership. At least one member of the Committee must be a Trustee. On voting issues each committee member shall have one vote.

All Officers and other Committee Members shall stand down at each AGM, with an election held for each position. Any Officer or Committee Member not wishing to stand for re-election must notify the Committee one month before the AGM. Candidates for each position must be nominated and seconded, and approved by a majority of the members present at the AGM.

Appointments to the Committee shall ensure that the Committee reflects the diversity of the Club membership and that Committee Members collectively possess the skills required to carry out their responsibilities. Any potential conflicts of interest must be addressed before appointing Committee Members.

MEMBERSHIP

The Trustees delegate to the Committee the power to manage all issues regarding membership, including the handling of disputes and termination of membership, in accordance with section 9 of the Club's Constitution ("Membership of the CIO").

The Committee shall ensure that subscriptions are kept at levels that will not pose a significant obstacle to people participating.

PROTECTION PROCEDURES

The Club accepts the policy and procedures relating to the Protection of Children and Vulnerable Adults as set out by British Rowing, requires the Committee to adhere to them, and requires all members to accept them as a condition of membership. Copies of these policies and procedures are available through the Club's online members' system.

ROWING AND OTHER ACTIVITIES

The Committee shall be responsible for organising rowing at Clovelly and at regattas and other events, the Clovelly regatta, training and social rows and other related activities, with appropriate risk assessment and safety measures as needed.

MEETINGS

The Trustees delegate to the Committee the power to organise an annual general meeting of the Club, and other general meetings as may be required, in accordance with Sections 10 ("Member's decisions") and 11 ("General meeting of members") of the Club's Constitution.

The Committee shall meet at least 4 times per year, and report promptly on the proceedings to members and Trustees.

FINANCE AND ACCOUNTS

The Club shall maintain a current bank account for day-to finances and a deposit account for longer term finance. Payments from either of these bank accounts shall require two signatures. All signatories to the bank accounts shall be unrelated and non-cohabiting people.

The Club accounts shall be presented to the membership at the AGM in the form of a Treasurers Report.

All surplus income or profits shall be reinvested in the Club. No surpluses or assets will be distributed to members or third parties.

INSURANCES

The Committee shall ensure the Club has sufficient insurance to cover its significant liabilities, including but not limited to:

- loss or damage of material equipment i.e. buildings and contents, gigs, oars, road trailers, etc.
- transporting gigs to and from regattas
- public liability

RULES

The Trustees delegate to the Committee the power to implement new rules within the Club in accordance with Section 26 ("Rules") of the Constitution.

OTHER RESPONSIBILITIES

In exercising the powers delegated to them, members of the Committee shall abide by the provisions of Sections 5, 7, 21, 22, 23, 24 and 25 and Appendix 1 of the Constitution as if they were Trustees ("Application of Income and Property", "Conflicts of interest and conflicts of loyalty", "Execution of documents", "Use of electronic communications", "Keeping of Registers", "Minutes", "Accounting records, accounts, annual reports and returns, register maintenance" and "Use of electronic communications").

Summary of delegation of sections of the Constitution

Key :

Applies to both Trustees and Committee
Delegated to Committee
Remains with Trustees

Section	Title	Delegated to Committee	Trustees
1	Name		
2	Location		
3	Object		
4	Powers		
5	Application of Income and Property		
6	Benefits and Payments to Trustees		
7	Conflicts of Interest		
8	Members Liability		
9	Membership		
10	Members Decisions		
11	General Meetings		
12	Charity Trustees		
13	Appointment of Trustees	AGM	
14	Information for New Trustees		
15	Retirement and removal of trustees	AGM	
16	Reappointment of trustees	AGM	
17	Taking of decisions by trustees		
18	Delegation by trustees		
19	Meetings and proceedings of trustees		
20	Saving provisions		
21	Execution of documents		
22	Use of electronic documents		
23	Keeping of registers		
24	Minutes		
25	Accounting records etc		
26	Rules		
27	Disputes		
28	Amendment of Constitution		
29	Winding Up of CIO		
30	Interpretation		
App 1	Use of electronic documents		