

Rules of The Airedale & Wharfedale District Amateur Swimming Association as at February 2023

1. Name

- 1.1 The name of The Association shall be called “The Airedale and Wharfedale District Amateur Swimming Association”.

2. Objects

- 2.1 The objects of The Association shall be the promotion and encouragement of the arts of swimming, diving, life-saving and water polo.
 - 2.1.1 The Association is committed to treat everyone equally within the context of their activity, regardless of sex, ethnic origin, religion, disability or political persuasion.
 - 2.1.2 The Association believes that the welfare of children is everyone’s responsibility and that all children and young people have a right to have fun, be safe and be protected from harm.
- 2.2 The Association shall be affiliated to Swim England North East Region and any other bodies as the Association may determine from time to time.
- 2.3 The Laws and Technical Rules of the Swim England and Swim England North East Region shall be binding upon the Association.
 - 2.3.1 all competing members of Clubs shall be eligible competitors as defined in Swim England Laws; and
 - 2.3.2 the Association shall in accordance with Swim England Laws adopt the Swim England Child Protection Procedures; and
 - 2.3.3 members of the Association shall in accordance with Swim England Laws comply with the Swim England Child Protection Procedures.

3. Membership

- 3.1 Membership of the Association shall be open to Clubs affiliated to Swim England North East or North West Regions subject to the discretion of the Executive Committee.
- 3.2 Clubs shall be admitted or expelled by a majority of two-thirds of the members present and voting at a meeting of the Executive Committee.

4. Subscription

- 4.1 Each Club affiliated to the Association shall pay its annual subscription on or before the first day of March in each year or on acceptance of its application for affiliation.
- 4.2 No Club or its members shall take part in the Galas of the Association until payment has been made.
- 4.3 The Executive Committee shall have the power to determine the annual membership subscription.

5. Expulsion and other Disciplinary action

- 5.1 The Executive Committee shall have power to suspend from any activity or meeting of the Association any individual or Club whose conduct shall, in the opinion of the Executive Committee, be injurious to the good name or interests of the Association.
 - 5.1.1 No individual or Club shall be suspended without having first had an opportunity of appearing before the Executive Committee.
 - 5.1.2 No individual or Club shall be suspended unless two-thirds of the Executive Committee members then present vote in favour of suspension.

6. Officers

- 6.1 The Officers of the Association shall be:-

President	President-Elect	Hon. Secretary
Hon. Treasurer	Hon. Championship Secretary	Hon. Trophy Secretary

7. Committee

- 7.1 The Governing Body of the Association shall be the Executive Committee consisting of the Officers of the Association, elected at the Annual General Meeting, one (1) delegate from each affiliated Club and Past Presidents of the Association.
 - 7.1.1 the Officers and elected Committee members must be members of an affiliated club.
 - 7.1.2 the Executive Committee shall have full control of the affairs of the Association and shall deal with any matters not provided for in these rules.
 - 7.1.3 five (5) members shall form a quorum of which two (2) must be Officers.
 - 7.1.4 in the event of a quorum not being present after 15 minutes of the advertised start time, discussions may go ahead, and
 - 7.1.5 any recommendations made shall be ratified at the next meeting held.

8. Emergency Committee

- 8.1 The Officers of the Association and any one (1) other member of the Executive Committee shall constitute an Emergency Committee whose decisions shall be binding until the next meeting of the Executive Committee.

9. Annual General Meeting

- 9.1 The Annual General Meeting of the Association shall be held before the first day of March in each year. The Executive Committee shall fix the date for the AGM.
- 9.2 The purpose of the Annual General Meeting is to transact the following business:
- 9.2.1 to receive reports of the activities of the Association during the previous year;
 - 9.2.2 to receive and consider the accounts of the Association for the previous year and the report on the accounts of the Independent Examiner of the Accounts.
 - 9.2.3 to elect one (1) Independent Examiner of the Accounts;
 - 9.2.4 to elect the Officers and Committee members;
 - 9.2.5 to fix the subscription for the ensuing year.
- 9.3 Notice of proposed alterations to rules and nominations for Officers and Committee members must be sent to the Hon. Secretary in writing 21 days before the date of the meeting.

10. Special General Meeting

- 10.1 A Special General Meeting may be called at any time by the Executive Committee and must be called on receipt by the Hon. Secretary of a request signed on behalf of three (3) affiliated Clubs stating the reason for such a meeting. Such meeting to deal only with the matter of which notice is given in the request.

11. Procedure at the Annual and Special General Meetings

- 11.1 The Secretary shall personally be responsible for sending a notice of the meeting to each affiliated Club, together with nomination papers for Officers and Committee members, before the first day of January in each year.
- 11.1.1 the agenda of the meeting giving details of nominations and proposed alterations to rules shall be sent to each affiliated Club at least fourteen (14) days before the meeting.
- 11.2 Fourteen (14) days notice of a Special General Meeting specifying the business to be brought forward shall be given to each affiliated Club.

11.3 The only persons entitled to vote at a General Meeting shall be the two (2) delegates from each affiliated Club, whose names have been given to the Hon. Secretary in writing before the meeting, and Past Presidents.

11.3.1 all members with a vote shall be 18yrs of age or over.

12 Alteration of the Rules and other Resolutions

12.1 The rules may be altered by resolution at an Annual or Special General Meeting provided that the resolution is carried by a majority of at least two-thirds of members present and entitled to vote at the General Meeting. No amendment to the rule shall become effective until such amendment shall have been submitted to and validated by Swim England North East Region.

13. Finance

13.1 All moneys payable to the Association shall be received by the Hon. Treasurer and deposited in a bank account in the name of the Association. No sum over the amount of £10 shall be drawn from that account except by cheque or electronic transfer signed by two (2) signatories from the three (3) named in the mandate who shall be the President, Secretary and Treasurer. Any moneys not required for immediate use may be invested as the Executive Committee in its discretion think fit.

13.2 The income and property of the Association shall be applied only in furtherance of the objects of the Association and no part thereof shall be paid by way of bonus, dividend or profit to any members of the Association, (save as set out in Rule 14.1)

13.3 The Executive Committee shall have power to authorise the payment of expenses to any officer or member of Association and to any other person or persons for services rendered to the Association.

13.4 The financial transactions of the Association shall be recorded by the Treasurer in such manner as the Executive Committee think fit.

13.5 The financial year of the Association shall be the period commencing on 1 January and ending on 31 December. Any change to the financial year shall require the approval of the members in a General Meeting.

13.6 The Association shall take all reasonable measures to obtain any arrears owed by members.

13.6.1 The Association shall advise Swim England if a member leaves the Association owing it money.

14 Dissolution

14.1 A resolution to dissolve the Association shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present and entitled to vote.

14.2 In the event of dissolution the funds and property of the Association shall be devoted to the promotion and encouragement of the objects of the Association.