

Coventry Road Club Rules (updated with the output from 2011 AGM)

DATA PROTECTION ACT (this statement does not form part of the club rules)

The club keeps records on computer. The information held is names, addresses, telephone numbers, email address (where applicable), date of birth and membership start date (where available) of club members.

The club wishes to remain exempt from the Act. This requires the club to ask any member who does not wish to have their membership details as above, held on computer, to notify the Secretary or Membership secretary.

CLUB RULES

1 GENERAL RULES

1.1 This Club shall be called the 'COVENTRY ROAD CLUB'.

1.2 The objects of the Club shall be to encourage the sport and pastime of cycling in all its phases.

1.3 Officers of the Club

1.3.1 The Honorary officers shall consist of: President (who shall hold office for one year, President Elect (who shall hold office the following year), Chairman, General Secretary, Racing Secretary, Treasurer, Membership Secretary, Social Co-ordinator, Runs Secretary, Press Secretary, Trophy Secretary, Four elected members.

1.3.2 The Club shall be managed by a Committee consisting of: Chairman, General Secretary, Racing Secretary, Treasurer, Membership Secretary, Social Co-ordinator, Runs Secretary, Press Secretary, Four elected members.

1.3.3 The Chairman shall be allowed a casting vote at Committee and General meetings should the voting be equal.

1.3.4 Any member of the Committee not attending three consecutive meetings shall, failing a reasonable excuse, lose his/her seat.

1.3.5 The Committee shall have the power to fill any vacancy among the Officers and Committee during the year subject to confirmation of members at the next general meeting.

1.3.6 Five members of the Committee shall form a quorum.

1.3.7 Vice Presidents shall hold the position during their lifetime or until such time they decide to relinquish the position. They shall not be exempt from rule 1.8.2.

1.3.8 The Honorary Officers - Vice Presidents excepted - shall be elected annually at the General Meeting.

1.4 Club Finances

1.4.1 The financial year shall end on 31st. January.

1.4.2 The Committee shall have full control of the funds of the Club and all money shall be banked in the name of the Club.

1.4.3 The Trustees shall consist of Chairman, Treasurer and two other members elected at the AGM.

1.4.4 The committee shall designate signatories with two signatures being required for withdrawals.

1.4.5 The Treasurer shall give a statement of account up to and including the month prior to the annual general. At the AGM the Treasurer shall give a statement of accounts for the the financial year ending 31st January and a “year to date” and “year end projection” for the current financial year.

1.4.6 The annual accounts shall be presented to the Trustees for approval.

1.5 Membership and Subscriptions

1.5.1 Application for membership shall be accompanied by the subscription and the applicant shall be elected by the Committee. If not elected, the subscription shall be returned.

1.5.2 Applications will not be considered from persons under 18 without a signed parental consent form.

1.5.3 Subscriptions of members joining during the last quarter of the financial year shall hold good throughout the following financial year.

1.5.4 Subscriptions shall be paid by the start of the financial year (1st February), fees remaining unpaid by the end of February shall incur a late fee of £2. Members paying after the end of February, with less than one financial year gap in membership, shall be considered renewals and late fees will apply. Members not renewing their membership by 31st March shall be excluded, exceptions to late fees and exclusions shall be at the discretion of the committee.

1.5.5 Subscription fees: 18 years and over £15.00: Under 18 years £7.50.

1.5.6 Associate members shall be entitled to take part in social events and receive club literature. They shall not be able to enter competition, hold office or vote at club meetings. The Committee shall determine who shall be an associate member.

1.5.7 Honorary membership may be granted at the discretion of the Committee. Such members shall be entitled to take part in social events and receive club literature. They shall not be able to enter competition, hold office or vote at club meetings.

1.6 Life Members and Vice Presidents

1.6.1 The Committee shall have the power to elect Life Members. All persons nominated for life membership must have completed at least five years unbroken service to the Club.

1.6.2 The Committee shall have the power to nominate Vice Presidents subject to confirmation of members at the next general meeting. All persons elected as Vice Presidents must have completed at least five years unbroken service to the Club.

1.7 General Meetings

1.7.1 An annual general meeting of the Club shall be held in November. Seven days notice of any general meeting shall be given by the secretary.

1.7.2 A special general meeting of the Club shall be convened by the secretary if so directed by the Committee or if so required in writing by no fewer than six members who, in their application shall state the object of such a general meeting.

1.8 Disputes and Disciplinary Action

1.8.1 The Committee shall have the power to settle any dispute not provided for by these rules.

1.8.2 The Committee shall have the power to expel members whom they consider to be guilty of unacceptable or unseemly conduct whilst associated with the Coventry Road Club at races, Sunday club runs and other social events. Such conduct to include disregard for the traffic laws and the Highway Code and repeated failure to comply with both the letter and the spirit of all rules, regulations and codes of conduct relating to such races, Sunday club runs and other social events.

1.8.3 Before any final decision is made by the Committee the member/s concerned will be permitted to appear and state his/her/their case.

1.9 Roadworthy machines - Any member or guest who joins an official club run is required to ride a machine which is in a roadworthy condition.

1.10 Rule changes

1.10.1 The committee is empowered to update these rules in line with any name changes of organisations without having to gain approval of such changes at general meeting.

1.10.2 Other than the exceptions stated in 1.10 and 7.1.1, rules shall not be altered except at a general meeting. Twenty one days notice of any proposed alteration shall be given to the General Secretary who shall give seven days notice of such alteration to all club members.

1.11 Protection of Children & Vulnerable Adults

1.11.1 It is incumbent on all CRC members to take responsibility for the protection of children and vulnerable adults involved this our club.

1.11.2 For the purpose of simplification of the following text **child** means child, children or vulnerable adult(s).

1.11.3 The British Cycling definition of a vulnerable adult is someone who is aged 18 years or over who 'is or may be in need of community care services

by reason of mental health or other disability, age or illness' and 'is or may be unable to take care of him or herself, or unable to protect him or herself against significant harm or exploitation'.

A vulnerable adult may be a person who

- Is elderly or frail
- Has learning disabilities
- Suffers from mental illness (e.g. dementia, personality disorder)
- Has physical disability
- Is a substance misuser
- Is homeless
- Is in an abusive relationship

(It should be noted that disability or age alone does not signify that an adult is vulnerable.)

1.11.4 All events within the club potentially involving a **child**, whether official or informal, must be agreed with the club committee to ensure that they comply with the BC Policy and Procedure for Protection of Children and Vulnerable Adults.

1.11.5 Members must ensure that behaviour is appropriate and to assist in this judgement the following (non-extensive) guidelines are provided: - Avoid unnecessary physical contact or spending excessive amounts of time alone with one **child**.

- Do not take an unaccompanied **child** to your home or other location isolated from the group.
- Ensure that activities do not include rough, physical or sexually provocative games.
- Never make sexually suggestive comments to a **child**, even in fun.
- Never do things of a personal nature for a **child** that they can do for themselves.
- Never condone bullying, rule violation or the use of prohibited substances.

1.11.6 For the protection of the individual concerned, if a case arises where one or more of the above situations is unavoidable (e.g. a child is accidentally hurt) then the incident should be reported immediately to another club member, a written note made of the event and the parents / guardians informed.

1.11.7 If a member becomes aware of inappropriate behaviour with a child they must report the incident(s) to the club committee and the BC procedure shall be followed.

2 RACING RULES (TIME TRIALS)

2.1 Rules governing road time trials shall be those recommended by the Cycling Time Trials.

2.2 No entrant shall be accepted unless their current membership fees have been paid.

2.3 Club Events

2.3.1 For the purposes of these rules, Club events are defined as handicapped time trial events with prize awards, other than those just defined as Evening TT 10 events and open events, and for which prior entry must be made.

2.3.2 All entries for Club events must be submitted on an entry form, the format of which is specified by the committee, the entries must be received by the Racing Secretary at least seven days before the event.

2.3.3 The sole responsibility for the accuracy and legibility of the information contained on the entry form lies with the individual entrant. Any error may lead to the entry being void irrespective of when the error is identified.

2.3.4 The handicap plaque shall be awarded to the male rider gaining the highest number of points in nominated Club events.

2.3.5 The Ladies handicap plaque shall be awarded to the lady rider gaining the highest number of points in nominated Club events.

2.3.6 The results of all Club events shall be passed by the Committee at the next meeting after the event.

2.3.7 Where under 4 entries are received the event will still be held but no prizes or points will be awarded.

2.3.8 Non entrants to the club events may have a private time trial but are not eligible for the prizes or trophies of the club events.

2.3.9 The number of prizes given shall be determined by the number of entries as follows:

- 4 to 15 entries - 1 handicap and 1 fastest
- 16 to 20 entries - 2 handicap and 1 fastest
- 21 to 25 entries - 2 handicap and 2 fastest
- 26 to 30 entries - 3 handicap and 2 fastest
- Over 30 entries - 3 handicap and 3 fastest

2.3.10 Prize values for Club events are allocated by the Committee at the end of the season.

2.4 Evening Time Trial 10 Events

2.4.1 Enter on the line for all Evening TT 10 events (not Club events).

2.4.2 Evening Time Trial 10 league plaques are awarded as follows: -

- Seniors - best average speed over five Evening Time Trial 10 events.
- Ladies - best average speed over five Evening Time Trial 10 events.
- Juniors - best average speed over five Evening Time Trial 10 events.
- Juveniles Youths - best average speed over three Evening Time Trial 10 events.
- Veterans (as defined by VTTA) - best average standard plus over five Evening Time Trial 10 events.

2.5 Championships

2.5.1 Championship time trial competitions shall be held each year (where names of trophies and cups are shown they are for reference and do not form part of the club rules). The Championships are as follows:

- Mens BAR Championship Cup: (best ave. speed over 50, 100 miles & 12 hr).
- Ladies BAR championship – Godiva Harriers Cup: (best ave. speed over 25, 50 and 100 miles).
- Veterans BAR championship – John Bull Cup: (best ave. speed over 25, 50, 100 miles and 12 hr. on standard).
- Mens Senior Time Trial Championship Cup: (best ave. speed over 25, 50 and 100 miles).
- Ladies time trial championship – Raleigh Cup: (best ave. speed over 10, 25 and 50 miles).
- Veteran Ladies Championship Plaque: (best ave. speed over 25,50 and 100 miles).
- Junior time trial championship – Atkins Trophy: (best ave. speed over one 10 and two 25 miles).
- Juvenile Youth time trial championship – Stoke Cup: (best ave. speed over two 10 miles).
- Senior Mens short distance time trial championship – Ron Atkins Trophy: (best ave. speed over 2 x 10's and 2 x 25's)
- Veteran Mens short distance time trial championship – Peter Wharmby Trophy: (best ave. standard plus over 2 x 10's and 2 x 25's)
- Ladies short distance time trial championship – Mavis Wharmby Trophy: (best ave. speed over 2 x 10's and 2 x 25's)

2.5.2 Only performances made in Club, association or open events in the Coventry Road Club name shall qualify for championships.

2.5.3 Eligible events are those promoted up to and including 21st October each year.

2.5.4 Members wishing to participate in Club time trial championships must submit claims to the Racing Secretary. Where performances were achieved in association or open events the claim must be accompanied by written proof of those performances. The closing date for receipt of claims is 21st October.

For events promoted within 3 weeks prior to the closing date the proof may be submitted retrospectively but, to enable timely engraving and preparation of the trophies, it must be received by 4th November.

No claims submitted after the above date will be considered.

Events promoted up to and including the closing date shall be considered.

2.5.5 It is the responsibility of the member submitting the claim to obtain the written evidence proof from the event organiser.

2.6 Competition Records - time trial

2.6.1 Competition records are the fastest times recorded by members whilst competing against other riders in club, association, semi-open or open events.

2.6.2 A claim must be submitted in writing before 31st October of the current year. A result sheet must be produced.

2.6.3 Club medals are given to all riders beating, or establishing a Club competition record.

2.6.4 In the case of a rider breaking a competition record more than once at the same distance during any one season, only one medal recording the fastest time will be awarded. The rest of the record breaking rides at that distance will be recorded by certificates.

2.6.5 A record book of all club records shall be kept by the Racing Secretary and updated each year.

3 RACING RULES (ROAD RACING)

3.1 Rules governing road races shall be those recommended by British Cycling.

3.2 Championships

3.2.1 The following championships shall be contested in single events each year as determined by the Committee (trophy and cup details are shown for information and do not form part of the club rules):

- 1st/2nd category Senior road race championship
- Junior road race championship – Halford Cup
- Juvenile Youth closed circuit championship – no trophy
- 3rd / 4th category road race championship – KB trophy
- Veterans road race championship - Plaque

3.2.2 Members wishing to participate in Club road race championships must submit claims to the Racing Secretary. Claim must be accompanied by written proof of those performances. The closing date for receipt of claims is 21st October.

3.2.3 If the nominated event is cancelled, the committee may nominate a new event or decide the championship winner by evaluation of the performance throughout the season.

4 RACING RULES (CYCLO-CROSS)

4.1 Rules governing cyclo-cross races shall be those recommended by British Cycling.

4.2 Championships

4.2.1 The following championships shall be contested in single events each year as determined by the Committee (trophy and cup details are shown for information and do not form part of the club rules):

- Senior cyclo-cross championship – Nomads trophy
- Junior cyclo-cross championship – Godiva track 5 Cup
- Juvenile Youth cyclo-cross championship – No trophy
- Veteran cyclo-cross championship – No trophy

4.2.2 Members wishing to participate in Club cyclo-cross championships must submit claims to the Racing Secretary. Claim must be accompanied by written proof of those performances. The closing date for receipt of claims is 21st October.

4.2.3 If the nominated event is cancelled, the committee may nominate a new event or decide the championship winner by evaluation of the performance throughout the season.

5 RACING RULES (TRACK)

5.1 Rules governing track races shall be those recommended by British Cycling.

5.2 Championships

5.2.1 The Club track championships shall be organised as recommended by the Committee and held each year as follows:

- Senior sprint championship
- Senior pursuit championship
- Ladies sprint championship
- Junior sprint championship
- Junior pursuit championship
- Juvenile Youth pursuit championship
- Juvenile Youth sprint championship

5.1.2 All entries shall be made on the standard Club entry form.

5.1.3 All entrants shall receive at least three days notice of each tie which must specify place, date and time of tie.

5.1.4 The senior, ladies and junior sprint championship shall be decided by two-up heats. The pairing of riders shall be made by seeding, the winners going forward to the next round.

5.1.5 The senior pursuit championship shall be run over a distance of 4000 metres and the junior pursuit over a distance of two miles.

5.1.6 A qualifying round shall be run as a time trial with the fastest eight riders proceeding to the championship proper. All rides in the qualifying round must take place on the same day. The remaining rounds to be decided by a draw - fastest riders drawn against the slowest in each round.

5.1.7 In the case of a mechanical fault or puncture a re-run shall be awarded and at least 15 minutes shall elapse before the riders ride again.

5.1.8 The person promoting these championships shall have the power to settle any dispute not provided for by these rules.

5.1.9 If less than four entries are received for the track championships the event will not be held.

5.1.10 Should there not be enough entries to run the championships the committee shall award, at their discretion, the championships and trophies to club members competing in similar official open events.

6 RACING RULES - GENERAL

6.1 Championship, Trophy and Plaque Events

6.1.1 A club medal will be awarded to all winners and runners-up in club championships.

6.1.2 Any championship award may be withheld at the recommendation of the Committee.

6.1.3 Only first claim members of the Club can compete for Club trophies but in road time trial events second claim members may compete in the same event for fastest and handicap prizes. For the purposes of these Rules a plaque shall not be deemed to be a trophy.

6.2 Any competitor winning a cup for three consecutive years (excluding championship events) will be awarded a club medal recording the details.

6.3 Open events - Any open event promoted or organised on behalf of the Club shall carry a minimum prize list to be decided between the organiser and the Club.

7 ROAD RECORD ATTEMPTS RULES

7.1 Entry Requirements

7.1.1 At least 4 weeks advanced notice of a proposed ride must be given, enabling the Racing Secretary (or delegated member) to review and update the rules appropriate to the record attempt.

The committee shall be empowered to approve these temporary rules without calling a general meeting. The temporary rules will be presented for ratification at the next general meeting but any changes made at general meetings will not be retrospective and results of record attempts made under the temporary rules will stand.

7.1.2 The advanced notice shall be accompanied by the entrance fee (£1.00) for the proposed ride and be given to the Racing Secretary. The Secretary must notify the holder of any attempt on their record.

7.1.3 A rider shall state in his entry, name of timekeeper, course, time of start and date. In the case of tandems both riders shall be named on the entry and pay the entrance fee.

7.2 Cancellation or Postponement

7.2.1 If the timekeeper certifies that the rider actually started on a ride and the ride is terminated, the entrance fee shall be forfeited.

If the rider does not start he may postpone the attempt without forfeiting the entrance fee, but shall give three days notice of each further attempt.

7.2.2 The re-scheduled ride must be made within six months of the first notice.

7.3 Rules to be observed by riders

7.3.1 The rider shall be responsible for obtaining checks at each turning point of the ride, and a claim together with checking sheet shall be sent to the Racing Secretary within fourteen days of the ride.

7.3.2 These claims to be passed by the Committee at their next meeting.

7.3.3 Should more than one rider attempt a record on the same day and course, the following intervals shall elapse between riders:

Mens record attempts

- 25 miles: 10 mins.
- 50 miles: 15 mins.
- 100 miles: 30 mins.
- 12 Hours: 60 mins.
- Coventry - Lichfield and back: 15 mins.
- Coventry - Oxford and back: 30 mins.
- Coventry - London and back: 60 mins.

Ladies and Junior record attempts

- Coventry - Dunchurch and back: 10 mins.
- Coventry - Daventry and back: 15 mins.
- Coventry - Stratford and back: 15 mins.
- Coventry - Leicester and back: 20 mins.
- Coventry - Banbury and back: 20 mins.

7.3.4 The rider sending in the first entry shall have the choice of start.

7.3.5 The course used for attempts on records shall reach or pass within the radius of 25 miles from the City centre (Broadgate) and no ground shall be covered more than twice.

7.3.6 The previous turning points for mens place-to-place records are shown as follows:

- Coventry - Lichfield and back: Alvis bridge and Lichfield city station
- Coventry - Oxford & back: London Road bridge and Woodstock fork
- Coventry - London & back: London Road bridge & Highgate Archway.

7.3.7 The previous turning point for ladies and juniors place-to-place records are as follows:

- Coventry - Stratford and back: Spencer Road and B'ham Road island.
- Coventry - Banbury and back: London Road bridge and Banbury Cross.
- Coventry - Daventry and back: London Road bridge and Southam Cross Roads on Daventry by-pass
- Coventry - Dunchurch & back: London Road bridge and Dunchurch stocks.
- Coventry - Leicester & back: Wyken Pippin hotel and Sports Corner

7.3.8 As record attempts have not been made for some years new courses and turning points may need to be agreed with the committee.

7.3.9 The Committee can reject any claim to a record if these rules are not strictly adhered to.

7.3.10 Any member can appeal against the decision of the Committee at the next General Meeting providing they inform the racing secretary of their intention to appeal within fourteen days of the decision reached by the Committee.

7.3.11 A rider shall ride alone and shall not be preceded by any mounted helper in sight. Followers must not approach within 100 yards or coach by any audible signals whilst riding except that a timekeeper may pass to time the finish, and a following vehicle carrying an official observer may pass for the purpose of feeding and/or marshalling.

7.3.12 If a motor vehicle be used for following it shall carry an official observer approved by the general or racing secretary.

7.3.13 Road racing or time trial clothing must be worn and riders must start at the appointed time.

7.3.14 Any rider may make an attempt on one or more records at the same time provided the rules governing each ride have been complied with.

7.3.15 Each record attempted under this rule shall be entered for and considered separately in all respects, but where practicable the same checkers and/or timekeepers may be used.

7.3.16 The Committee may reject any ride if they consider that the interest of the sport would be injured.

8 TRACK RECORD ATTEMPTS

8.1 Entry Requirements

8.1.1 At least seven days notice shall be given in writing to the racing secretary of the record to be attacked. The racing secretary shall notify the current holder of any subsequent attack on his/her record.

8.1.2 The rider shall submit an state on the entry, which shall be accompanied by the appropriate fee. The officials responsible for checking the attempt must be detailed on the entry.

8.1.3 The fee for attempting records shall be £1.00 for each attempt.

8.1.4 In the case of the team pursuit or tandem record, each rider shall be named on the entry and pay the fee.

8.2 Cancellation and Postponement

8.2.1 If the observer certifies that the rider actually started on the attempt, the entry fee shall be forfeited. If the rider does not start he may postpone the attempt without forfeiting the fee, but shall give seven days notice of any subsequent attempt.

8.2.2 The re-scheduled ride shall be made during the same season in which the original notice was lodged.

8.3 Rules to be observed by riders

8.3.1 No claim shall be considered by the Committee unless the ride has been made in the presence of a Club timekeeper and an official observer appointed by the racing secretary.

8.3.2 In respect of the 1 hour record, the services of two approved lap recorders shall be used. These officials shall certify the particulars of the claim.

8.3.3 Claims shall be made in writing, countersigned by the observer and timekeeper and lodged with the racing secretary within 14 days of the attempt, and will be considered by the Committee at its next meeting.

8.3.4 In the event of more than one rider lodging a notice of an attempt on a record, the rider submitting the first notice shall have the choice of time of start.

8.3.4 In the case of a team pursuit the time of the team shall be the time of the third man to cross the finishing line.

8.3.5 During record attempts the track shall be cleared to the satisfaction of the official observer.

8.3.6 The cycle shall be examined by the official observer before the attempt to ensure that it is in trackworthy condition.

8.3.7 In all attempts on standing start records the rider shall be allowed an attendant to push him off, but the latter shall keep both feet behind the line from which the rider actually starts.

8.3.8 In all attempts on records, the rider shall start from a point not more than one yard from the inside edge of the track.

8.3.9 In all attempts on flying start records, the rider during his preliminary winding up shall remain all the time within one yard of the inside of the edge of the track.

8.3.10 In the event of mechanical breakdowns, restarts shall be allowed on the same day at the discretion of the official observer.

8.3.11 The Committee can reject any claim to a record if the above rules are not strictly adhered to.

8.3.12 Any member can appeal against the decision of the Committee on rule at the next General Meeting providing they inform the racing secretary of their intention to appeal within fourteen days of the decision reached by the Committee.