



England Masters Athletics Association



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England Masters Athletics Association Constitution

1. NAME

The name of the Association shall be the England Masters Athletics Association, hereinafter called the Association.

2. OBJECTIVES

The objectives for which the Association is established are to encourage, promote and organise masters' athletics in England and as ancillary thereto:

- 2.1 To promote and organise or assist in organising athletics meetings, championships and events for men and women of not less than 35 years of age.
- 2.2 To organise, liaise with governing bodies to whom the Association is affiliated, regulate and administer athletics for Masters athletes on behalf of the Constituent Associations and Clubs.
- 2.3 To represent the Constituent Clubs in discussion with the Home Country governing bodies and the British Masters Athletic Federation (BMAF)
- 2.4 To obtain, collect and receive money and funds by way of subscriptions, contributions, donations grants or by other lawful means, in furtherance of the objectives of the Association.
- 2.5 To award medals for appropriate achievements.
- 2.6 To select England masters' teams for competitions as required.

3. CONSTITUENT ASSOCIATIONS AND CLUBS

- 3.1 Membership shall be restricted to Associations and Clubs based in England and which are affiliated to the BMAF, namely:
Eastern Masters Athletics Club
Isle of Man Veteran Athletes Club
Midland Masters Athletic Club
North East Masters Athletics Association
Northern Masters Athletic Club
Southern Counties Veterans Athletics Club
South West Veterans Athletics Club
Veterans Athletic Club

Each club shall be entitled to two representatives to vote at the Annual General Meeting.

4. AFFILIATION

- 4.1 The Association shall affiliate to the BMAF. In accordance with the BMAF Constitution, the Chair of the Association shall be an ex-officio member of the BMAF Council and the BMAF Executive and shall not have a vote at BMAF Council and Executive meetings unless they are entitled to vote as a nominated representative of a Constituent Association or Club.
- 4.2 The Association shall affiliate to England Athletics, and the Association shall comply with and uphold the rules and regulations of England Athletics and of any such constituent body.
- 4.3 The Association shall abide by the rules of the governing bodies to which it is affiliated unless they are contravened by the Association's Constitution.



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5. OFFICERS

5.1 The officers of the Association shall be the :

Chair
Vice Chair
Secretary
Treasurer
Endurance Secretary
Track and Field Secretary
Race Walking Secretary
Team Manager(s)
Member Engagement/Social Media Officer
Website Manager

5.2 The Officers must be a member of a constituent club and shall be elected at the Annual General Meeting and shall serve until the next AGM and shall be eligible for re-election.

5.3 If a post of any Officer becomes vacant, the Officers shall have the power to appoint a person, who must be a member of a constituent club to act until the next AGM.

5.4 Additional members may be co-opted onto any committee to assist in any capacity as required by the Association.

5.5 All officers and constituent association or club representatives will be subject to the regulations of the Constitution and are deemed to accept the regulations and codes of conduct that the Association has adopted and the policies and rules of England Athletics.

6. COMMITTEE MEETINGS

6.1 There shall be a General Committee consisting of the Officers of the Association and a representative of each constituent club. The Officers and this Committee shall be responsible for conducting the purposes of the Association and setting strategy.

6.2 The General Committee shall meet at least twice a year. Further General Committee meetings can be called as required at the request of at least three officers or constituent clubs.

6.3 The Officers and the General Committee have the power to appoint subcommittees for special projects from their body with the addition of other persons who are either a representative or member of a constituent club.

6.4 All Officers and representatives of constituent clubs are eligible to vote at General Committee meetings. An Officer may also be a representative of their constituent club but does not, thereby, have two votes.

6.5 If there is a tied vote, the Chair or Acting Chair, shall have the casting vote.

6.6 Meetings can be held in person or virtually.

6.7 A quorum shall consist of not less than four eligible members present.

6.8 Decisions of general committee meetings shall be minuted and circulated, together with any other notifications to the constituent clubs' secretaries.

7. ANNUAL GENERAL MEETING

7.1 The Association shall hold an Annual General Meeting (AGM) after the end of the Financial Year no later than one calendar year from the previous AGM, except in exceptional circumstances. The meeting may be held in person or virtually, or a combination of both.

7.2 All members of constituent clubs are permitted to attend the AGM, however only the two nominated constituent club representatives are entitled to vote at the AGM.



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- 7.3 At least 30 days' notice shall be given to the date of an AGM.
- 7.4 Business and proposals which it is desired to be put before the AGM shall be received in writing or email by the Secretary (in the absence of a Secretary, to the Chair) at least 14 days before the date of the meeting.
- 7.5 Nominations for the election of Officers of the Association must be submitted in writing by the proposer and seconder, both of whom must be members of a constituent club, to the Secretary not less than 14 days before the meeting. Where no written nominations for the election of Officers have been received, the Chair has the right to accept nominations, subject to being proposed and seconded and nominated by members attending the AGM. A simple majority (fifty percent) of eligible votes is required to elect an officer.
- 7.6 No business shall be transacted at the AGM unless a quorum of not less than six representatives eligible to vote are present. The Chair or Acting Chair shall have a casting vote.
- 7.7 The business of the AGM shall include:
- Receipt of the scrutinised accounts and Treasurer's Report for the previous year
 - Receipt of the Chair's Report on the activities of the Association over the previous year
 - Receipt of the Secretary's Report over the previous year
 - The election and retirement of Officers
 - The appointment of a Scrutineer.

8. EXTRAORDINARY GENERAL MEETING

- 8.1 An Extraordinary General Meeting shall be called on application in writing or by email by the General Committee on its own motion, by three officers or by the nominated representatives of at least three constituent clubs.
- 8.2 The meeting shall be held within thirty days of a request or the passing of a motion and shall only discuss the business for which it was called.
- 8.3 The meeting, which may be held in person or virtually or a combination of both, shall be conducted in the same manner and rules as an AGM as outlined in 7 above.

9. FINANCE

- 9.1 The Financial Year of the Association shall be from the 1st of January to the 31st of December in the same year.
- 9.2 The Treasurer will be responsible for the finances of the Association.
- 9.3 The annual affiliation fees for constituent clubs shall be determined for the following year at the AGM and shall be due from the 1st June.
- 9.4 Authority to vary the affiliation fees can be given at an EGM.
- 9.5 The accounts of the Association shall be balanced as of 31st December each year and a scrutinised statement of annual accounts will be presented by the Treasurer at the AGM.
- 9.6 The Scrutineer shall be appointed at the AGM in consultation with the Treasurer.
- 9.7 The Treasurer is responsible for payment of the Association's regular running expenses, under delegated authority from the General Committee and for keeping proper books of the Association's accounts.
- 9.8 The Treasurer is responsible for presenting financial reports at committee meetings. If the Treasurer is unable to attend, a financial report must be sent to the Secretary for presentation to the Committee in their absence.
- 9.9 Two signatories out of three appointed from the Officers are required to approve payments of relevant invoices and expenses claims, these to include the Treasurer and the Chair.



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10. DISCIPLINE AND APPEALS

- 10.1 Allegations of serious misconduct of an Officer, General Committee member shall be reported to England Athletics and dealt with in accordance with policy and guidance issued by England Athletics. Additionally, complaints regarding the conduct of officers and committee members shall also be reported in writing to the Secretary of the Association. Complaints of serious misconduct, include without limitation if:
- The person's conduct or character has brought or is likely to bring the Association into disrepute.
 - The person has violated the codes of conduct and the Constitution adopted by the Association.
- 10.2 The General Committee, or a subgroup thereof, will meet to hear complaints within 14 days of a complaint being lodged. The General Committee has the power to take appropriate disciplinary action including suspension with immediate effect or termination of appointment of an Officer or a representative of a constituent club. Either of these two actions shall require a two-thirds majority vote of the General Committee.
- 10.3 The outcome of a disciplinary hearing shall be notified in writing to the person who lodged the complaint and the person against whom the complaint was made within 14 days of the hearing.
- 10.4 There will be the right of appeal to the General Committee following disciplinary action being announced. The General Committee, or a sub-group thereof, should consider the appeal within 14 days of the Secretary receiving the appeal. including referring the appeal to an independent panel.

11. DISSOLUTION

- 11.1 The Association will be dissolved if at an Annual General Meeting a resolution is passed by a majority of two thirds or more of eligible voters to dissolve the Association.
- 11.2 The General Committee may decide to propose a motion to dissolve the Association and must call an Extraordinary General Meeting to determine the matter.
- 11.3 An Extraordinary General Meeting may be called by the membership to dissolve the Association if thirty signatures of paid-up members of constituent clubs and associations, from at least three different constituent clubs, is received by the Secretary.
- 11.4 In the event of dissolution, all the assets of the Association shall be converted into money and any funds remaining, after all debts have been paid, will be returned to the Constituent clubs. These funds shall be distributed to the constituent clubs in proportion to the affiliation fees paid over the last two years prior to dissolution.

12. DATA PROTECTION

- 12.1 Membership data shall be held on behalf of the Association by the BMAF competition management system (OpenTrack). BMAF is fully compliant and is covered by its own Data Privacy statement and Data Retention Policy. Members can amend their personal data and marketing preferences via their BMAF membership account on OpenTrack.



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12.2 Approved EMMA officers and committee members shall access to the OpenTrack system for the following purposes:

- To manage data relating to membership and competitions.
- To communicate with members and those who have entered competitions or applied for team selection.
- To communicate with officials.
- To identify members for team and competition selection.

13. HEALTH AND SAFETY

The Association shall comply with and uphold the rules, regulations, policy, and guidance issued by England Athletics and of any such constituent body governing Health and Safety.

14. WELFARE

The Association shall recognise its responsibility to safeguard the welfare of all vulnerable adults who are members of constituent clubs by adopting the procedures and working practices of UK Athletics.

15. LIABILITY AND ACCOUNTABILITY

- 15.1 All Constituent clubs and General Committee shall be jointly and severally responsible for the financial liabilities of the Association.
- 15.2 All the property of the Association shall be vested in the Trustees representing and acting for the all the members of the Association.
- 15.3 The Trustees are deemed to be the Chair, Secretary and Treasurer of the Association.
- 15.4 The personal liability of any Trustee shall be only to the extent of such monies or property of the Association that has been received by the Trustee.
- 15.5 The Association deems that members and guests acknowledge and accept that playing or participating in sport of any kind can be dangerous and may result in injury or damage to property. Members and guests shall take personal responsibility for their own actions when participating in the Association's sporting activities.

16. OTHER MATTERS

- 16.1 Proposed amendments to the Constitution can only be agreed at an AGM or EGM. Amendments to the Constitution require a simple majority of fifty percent of the eligible voters.
- 16.2 Any matter not covered by the Constitution shall be decided by the General Committee whose decision shall be final.

Adopted 15 April 2026