

Watsonian Swimming Club – 22nd February 2021 – Ver. WSC-4-final.

The Watsonian Swimming Club is an independent Section of The Watsonian Club (a Company Limited by Guarantee), and, in the pursuit of its objects, shall abide by any rules established by The Watsonian Club affecting its sections generally.

The Constitution was approved by The Watsonian Council on 21 April 2021 and adopted by the Club at an Extraordinary General Meeting on 8 December 2021.

1. Naming and Title

The Section shall be called The Watsonian Swimming Club, abbreviated in print and commonly referred to as the Watsonian Swimming Section.

2. Purpose

The purpose of the club shall be to encourage swimming.

3. Office Bearers

The elected Office Bearers of the Club shall consist of:

- i. Captain
- ii. Vice-Captain
- iii. Honorary Secretary
- iv. Honorary Treasurer
- v. Social Convenor

Any two of the foregoing offices may be filled by the same person. The Office Bearers shall retire annually at the AGM and shall be eligible for re-election.

4. Committee

The direction and control of the affairs of the Club shall be delegated to a Committee, which shall consist of the Office Bearers and up to six Ordinary Members.

The Committee shall:

- i. be elected by the Members of the Club at each AGM;
- ii. retire annually and shall be eligible for re-election; and
- iii. have the power to fill vacancies and any person so appointed shall serve until the next AGM and shall be eligible for re-election.

5. General Responsibilities of the Committee

The Committee shall meet not less than twice a year and its responsibilities shall include:

- i. overseeing the activities undertaken in the name of the Club;
- ii. make suggestions of ways in which the Club's aims and objectives can be furthered; and
- iii. ensure the funds of the Club are appropriately managed and deployed.

In furtherance of carrying out the foregoing delegated duties, the Committee (acting though the Office Bearers) shall be empowered to enter into such contracts or other agreements as may be desirable or necessary in the interests of the Club. If and when

necessary, the Committee may also appoint Sub-Committees.

6. The Captain and Vice Captain

The responsibilities of the Club Captain shall be to:

- i. chair meetings of the Committee and Club;
- ii. exercise a casting vote, as required, in the event of a tie, and where a deliberative vote has already been cast;
- iii. provide a point of reference/advice to the School on matters relating to the Club;
- iv. promote the Club and its objectives; and
- v. represent the Club at School occasions.

The Vice-Captain shall deputise for the Captain, as necessary, at the request of the Captain.

In the absence of both the Captain and the Vice-Captain at any meeting, the members present may appoint a chair from among those present at the meeting. {Such a chair shall have a casting vote in addition to a deliberative vote.}

7. The Honorary Secretary

The responsibilities of the Club Honorary Secretary shall be to:

- i. give notice of meetings of the Club or Committee;
- ii. keep an accurate record of all proceedings of the Club;
- iii. attend to correspondence;
- iv. maintain an up-to-date membership database containing contact details and relevant information pertaining to each Member. Such a database shall be kept in accordance with current General Data Protection Regulations (GDPR);
- v. keep charge of books, papers and records of the Club; and
- vi. ensure a copy of all minutes and papers, and the annual report and accounts are submitted annually to The Watsonian Council.

8. The Honorary Treasurer

The responsibilities of the Club Treasurer shall be to:

- i. collect members' subscriptions
- ii. keep a detailed account of all financial matters pertaining to the Club;
- iii. prepare an annual financial statement.
- iv. submit the financial statement to the Annual General Meeting.

9. Membership

The Club shall consist of two classes of Member, namely: Swimming and Social.

Swimming Membership

Swimming Membership shall be restricted to:

Any member of the Watsonian Club; spouses and immediate family; current or former member of staff; former pupil of George Watson's College, George Watson's Ladies College and John Watson's School, over the age of 18; or parent of current or former pupil.

Swimming members shall pay an annual swimming subscription fee to the Galleon Club plus an annual Social Membership fee to the Club.

Social Membership

Social Membership shall be restricted to:

Any member of the Watsonian Club; spouses and immediate family; current or former member of staff; former pupil of George Watson's College, George Watson's Ladies College and John Watson's School, over the age of 18; or parent of current or former pupil.

Social Members shall pay only an annual Social Membership fee to the club.

10. General Meetings

Annual General Meeting

The AGM of the Club will be held by the end of November in each year and shall be called by notice served at least fourteen days prior to the date of the meeting.

At that meeting a report shall be given by:

- i. the Captain, covering the preceding year's events, notable occurrences, forthcoming events, and any future plans for the Club; and
- ii. the Honorary Treasurer, covering the accounts and financial affairs of the Club for the preceding year.

The accounts shall be reviewed by an independent, suitably-knowledgeable volunteer (auditor) and shall be available to Members from the Honorary Treasurer at, or shortly after, the Meeting. A copy of the accounts should be submitted to the Watsonian Council. The Office Bearers, the Committee and the independent volunteer shall be elected, and any other competent business transacted.

Extraordinary General Meeting

The Honorary Secretary shall call an Extraordinary General Meeting of the Club at the request of the Committee or upon a request, in writing, signed by no fewer than eight or one-quarter of the Members of the Club, whichever is the smaller. The purpose for which the Meeting is called shall be specified in the requisition and in the notice calling the Meeting. Notice shall be sent to each Member of the Club not less than fourteen days prior to the date of the Meeting. No business, other than that specified in that notice, shall be transacted at such a Meeting.

11. Quorum

Eight members of the Club or one quarter of the Club membership, whichever is the lesser, shall form a quorum at any General Meeting; four members of the Committee shall form the quorum at Committee meetings.

12. Subscriptions

Social Membership subscriptions payable by Members shall be fixed at the AGM, following a proposal made by the Committee. Subscriptions shall be due and payable by 31 July each year. No person shall be admitted the privileges of the Club until their Social Membership subscription has been paid.

Swimming Membership subscriptions shall be negotiated and agreed annually with the Galleon Club by the Committee and shall be paid at the same time as the Social Membership subscription.

13. Expulsion

Any Member whose conduct is materially prejudicial to the interests of the Club, The Watsonian Council, or George Watson's College, may be expelled or suspended from Membership by the Committee. Any Member aggrieved by such a decision may appeal at the next AGM, so long as the Member has given twenty-one days' notice of the intention to do so to the Secretary. Suspension involves the loss of all rights and privileges of membership.

14. Funds and Investments

The fund(s) of the Club shall be kept in such a manner as the Committee may determine and be used for the benefit of the Club as deemed appropriate by the Committee. All investments of the Club shall be in the name of the Captain, Vice-Captain, Hon. Secretary and Hon. Treasurer for the time being as trustees of the Club. Any transactions relating to the investments of the Club shall require the signature of two trustees. Proper books and accounts shall be kept by the Honorary Treasurer showing the Club's financial affairs. Those books and accounts shall be reviewed annually by an independent, suitably knowledgeable volunteer, duly appointed at the AGM

15. Property and Insurances

Any property or assets purchased by the Club, or gifted to the Club by members or others, can only be sold or disposed of where prior agreement has been given by The Watsonian Council. The Committee shall arrange appropriate insurances for Club medals and other such property. The Committee shall arrange appropriate insurance for Club property and meetings and other events run by the Club at its discretion. Such insurances may be inspected by any Member of the Club upon request to the Secretary. (Only WSC property are the Crocks Cup and box of archive records).

16. General Data Protection Regulation (GDPR)

The Club shall comply with all applicable data protection and privacy legislation in force from time to time in the UK including (without limitation) the Data Protection Act 2018 in all matters relating to the collection, retention and processing of personal data of Members and other persons associated with Club activities. Such data shall only be used for lawful purposes and shall only be available to the Committee in relation to their duties and responsibilities. The Secretary shall maintain an up-to-date, secure database containing such information and shall regularly check the accuracy of data it holds.

17. Health and Safety

The Club shall remain aware of its responsibilities pertaining to the health and safety of its Members in connection with events run by the Club. The Club shall appoint a 'Person in Charge' for each event whose role shall be, amongst others, to ensure that all matters

relating to the Health and Safety of Members, guests and members of the public have been properly assessed and any risks mitigated appropriately.

Club members shall comply with the Health and Safety requirements of the Galleon Club when swimming in the Galleon pool.

18. Alterations to the Constitution

This Constitution shall not be altered except with the consent of not less than two-thirds of the Members of the Club present and voting at an Annual or Extraordinary General Meeting. Notice of any proposed alterations, together with the names of the proposer and seconder, shall be intimated by the Honorary Secretary to the Members of the Club not less than twenty-one days prior to the Meeting. Any Member of the Club wishing to propose an amendment to any proposed alterations of the Constitution shall give a notice thereof, in writing, together with the name of a seconder, to the Secretary at least seven days prior to the date of the Meeting. There shall be no obligation on the Honorary Secretary to circulate such amendments so intimated. Amendments of a minor nature may be intimated from the floor at the Meeting without notice, so long as two-thirds of those present agree that the matter can be discussed and voted upon.

A copy of any amended Constitution shall be communicated to The Watsonian Club and only after approval can any changes be formally adopted by the Club.

19. Dissolution

No motion for dissolution of the Club shall be considered except at an Extraordinary General Meeting called for the purpose of dissolution. Such motion shall require the support of not less than three quarters of the Members of the Club present and voting.

In the event of such a motion being carried, any assets of the Club shall be transferred to The Watsonian Club. This should include all paper records, minute books and other items or artefacts that may be relevant for acquisition to the George Watson's College Historical Archives and Collections.

Ver. WSC-4-final
A.J. Masson
8 December 2021