



Jersey Cycling Association

Rules and Regulations

Membership Policy

Version 4.0

Document control		
Version	Prepared by	Approval
Version 1.0 First Draft	Peter Hubert 07/02/18	
Version 2.0 Second Draft	Peter Hubert 17/02/18	
Version 3.0 Third Draft	Peter Hubert 20/02/18	
Version 4.0 Final	Peter Hubert 24/03/18	16/4/18

Jersey Cycling Association Membership Policy

1. Introduction

- 1.1. The purpose of this Membership Policy is to set out the necessary conditions for an organisation to become a Member of the Jersey Cycling Association and maintain its membership.
- 1.2. This Membership Policy applies to and binds each Member of the Jersey Cycling Association.

2. Interpretation

- 2.1. In this Membership Policy, the following terms shall have the following meanings:

AGM means Annual General Meeting;

Association means the Jersey Cycling Association;

Committee means the managing body of the Jersey Cycling Association as defined in the Association's Constitution;

Disciplinary Committee has the meaning given in the Disciplinary Procedures;

EGM means Extraordinary General Meeting;

Insurers means those companies or their agents or brokers which provide insurance cover;

Island Authorities means States of Jersey Departments, the States of Jersey Police, the Honorary Police;

JCAYA means the Jersey Cycling Association Youth Academy

Member means a Club, Team or other entity granted Membership of the Jersey Cycling Association;

Membership Fee means that sum of money due annually and determined at the AGM;

Sub-committee has the meaning given in the Association's Constitution;

3. Applications and the Granting of Membership

- 3.1. A Club, Team or other entity seeking Membership may request advice and guidance from the committee prior to a formal application to form a judgement if Membership is appropriate and, if appropriate, how best to demonstrate it fulfils the conditions of Membership.
- 3.2. A Club, Team or other entity seeking Membership of the Association must complete an application form and demonstrate to the committee that it fulfils the conditions of Membership.
- 3.3. The Committee will consider any applications and determine if the conditions of Membership have been fulfilled.
- 3.4. An application may be referred back to the applicant when the Committee believes Membership is appropriate but requires further information, assurances or wishes to impose additional conditions.
- 3.5. The Committee will, by voting as defined in the Constitution, decide if the application is rejected, referred back to the applicant, granted or granted subject to the applicant meeting additional conditions.

4. Conditions of Membership

- 4.1. For a Club, Team or other entity to be granted Membership of the Jersey Cycling Association that body must fulfil the following conditions:
 - a) Support the objectives of the Jersey Cycling Association;
 - b) Have in place, and available for inspection on demand, documents defining its governance;
 - c) Pay an annual Membership Fee which falls due on 1st December each year and must be paid in full by the following 31st January, or immediately if

membership is granted after 31st January and no discounted or pro-rata fee will be permitted;

Explanatory note: When a body is accepted into Membership after 31st January no benefits of Membership will be available to that body till the Association receives payment of the Membership Fee.

- d) Hold appropriate insurance as determined from time to time by the Association in consultation with insurers and Island Authorities;
- e) Hold membership of British Cycling;
- f) Provide the Association with an up to date list of the Officers or other elected officials of the body seeking or in membership;
- g) Prior to the commencement of the road season at a date determined by the JCA, provide a list of its members who intend to race with their contact details for the purposes of compiling the marshalling rota;
- h) With the exception of the JCAYA, Members may not have riders classified as Juniors or any younger age category as defined by British Cycling as racing members of their Club or Team;
Explanatory note: All riders classified as Juniors or any younger age category as defined by British Cycling must belong to the JCAYA for the purpose of racing.
- i) Senior Clubs or Teams in Membership may have riders classified as Juniors as defined by British Cycling as social or family members;
Explanatory note: When riders become Juniors they may join a senior club to facilitate the transition to senior racing but must race for the JCAYA till they become a Senior as defined by British Cycling.
- j) Abide by and comply with the Rules and Regulations and Policies as determined by the Association from time to time;
- k) The Association will, at its absolute discretion, impose additional conditions or waive or vary the existing conditions as it deems appropriate.

5. Benefits of Membership

5.1. Members will have the following benefits:

- a) Riders belonging to Members will be able to enter races organised under the aegis of the Association;
- b) Riders belonging to Members will be eligible for selection to represent Jersey in competitions subject to them meeting the eligibility criteria imposed by the organisers of such competitions;
- c) Riders belonging to Members will be eligible for selection for combined teams with riders from other Channel islands;
- d) Representation by two delegates, nominated by the Member and who must at the time belong to the Member, at the Association's Committee meetings;
- e) Representation by four delegates, nominated by the Member and who must at the time belong to the Member, at the Association's AGM and any EGM;
- f) Representation by one delegate, nominated by the Member and who must at the time belong to the Member, at the Association's Sub-committee meetings;
- g) Delegates and Officers of the Association will have the voting rights defined in the Association's Constitution;
- h) Delegates will have the right to propose and/or second individuals belonging to Members at the time to stand as officers of the Association as governed by the Association's Constitution.

6. Suspension of Membership

6.1. The Committee may suspend the Membership of a Member when:

- a) An incident, or multiple incidents are brought to the attention of the Committee that are of such seriousness, and that there are reasonable grounds for the Committee to believe future such incidents may happen;

- b) The actions of a Member have caused harm and/or there are reasonable grounds for the Committee to believe such harm may happen in the future.
- 6.2. The suspension will be decided by a vote by the Committee as defined by the Constitution.
- 6.3. The suspension may apply to all or only some of the Benefits of Membership defined in Clause 5.
- 6.4. The Member will be informed in writing of the suspension and any conditions attached.
- 6.5. The suspension will remain in force till the outcome of any procedures or processes have come to a conclusion.

Explanatory Note: The suspension of Membership is a mechanism to prevent the continuance or reoccurrence of actions that cause harm or have negative consequences while the matter is properly investigated as part of any of the Association's processes or procedures. The Member will have the opportunity to challenge the suspension as part of those processes or procedures.

7. Cessation of Membership

- 7.1. Members may resign by giving the Association notice to resign in accordance with the Constitution.
- 7.2. Failure to pay the Membership Fee in full by 31st January in the year of membership will result in the automatic cessation of Membership and therefore immediate loss of all benefits associated with Membership.
- 7.3. The Association may rescind the Membership of a Member when that Member fails to fulfil the conditions of Membership defined in Clause 4. To rescind a Member's Membership the Member will have to have been subject to the Association's Disciplinary Procedure which will have to find against the Member. As it is the Committee that grants Membership, the Disciplinary Committee's finding will be taken as a recommendation to the Committee to rescind Membership. As the Disciplinary Procedure includes an Appeal option no further appeal will be permitted; the decision of the Committee is final. The decision to rescind Membership will be taken by a vote as defined by the Constitution. The period for which Membership is rescinded may be indefinite or for a specified minimum period of no less than one year after which a new application for Membership may be submitted.



Jersey Cycling Association

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This form is for Jersey based cycling organizations to complete in making an application to the JCA. Please enter your information into the white boxes; the grey boxes are for headings only.

General Info				
Club Name				
Club Type (select one)		Racing	General	
Club Membership	0 – 10	10- 25	25-50	50+
Discipline	Road	MTB	Other	
Contact Details				
Club Contact Name <i>Primary</i>				
Mobile Number		Email		
Club Contact Name <i>Secondary</i>				
Mobile Number		Email		
British Cycling Member Ref		Date joined British Cycling		
JCA Governance				
Do you have a club constitution in place?	Yes	No	In progress	
Do you have insurance in place?	Yes	No	In progress	
Do you have committee? (comprising of at least a President, Treasurer and Secretary)	Yes	No	In progress	

JCA - Application for Jersey based cycling clubs

If yes provide details	Name	Mobile	Email
President			
Vice-President			
Treasurer			
Secretary			
Racing Secretary (if different from Secretary)			
Do you hold an AGM and frequent management committee meeting?	Yes	No	In progress
Are you interested in assisting with local race calendar management?	Yes	No	At a later date
<p>Signature _____ Print Name _____</p> <p>Position _____</p> <p>Date _____</p>			
Submitted by		Mobile	
<p>Please note that in signing this form you agree to all clauses in the Membership Policy and will be subject to the terms of the JCA governance documents which may be found on the JCA website.</p>			
<p>Send this completed form along with annual fees, copy of constitution and insurance to secretary@jerseycycling.je</p> <p>A list of all racing members must be provided to above email address by 1st week of February each year. Member top ups will then be requested throughout the year at monthly intervals.</p> <p>Please be aware that the terms and conditions of Membership of the JCA may be subject to change.</p>			