

SOLWAY AUTOGRASS CLUB

CONSTITUTION AND RULES

WITHIN THIS DOCUMENT ALL REFERENCES TO "THE CLUB" MEANS SOLWAY AUTOGRASS CLUB, "NASA" MEANS THE NATIONAL AUTOGRASS SPORT ASSOCIATION LTD AND "THE COMMITTEE" MEANS THE ELECTED COMMITTEE OF SOLWAY AUTOGRASS CLUB

SECTION 1. THE AIMS OF THE CLUB

- a) To promote the sport of Autograss Racing as governed by NASA.
- b) To run race meetings in accordance with NASA regulations for the benefit of the club and the general public.
- c) To reinvest all Profits made by The Club for the Benefit of the Club and Autograss in General.

SECTION 2. MEMBERSHIP

- a) Any person may apply to be a member of the Club, however, application for membership may be considered by the committee who shall have sole discretion as to whether a person is accepted as a member The Committee reserve the right to reverse an accepted application at any future date in the event of a breach of club rules. (Any NASA affiliated Autograss Club also has the right to advise the committee of Solway Autograss Club as to its views on the membership of any person).
- b) It is a condition of membership that a person, upon Joining, accepts the rules, conditions and jurisdiction of the Club, its elected committee and other officials and the rules and authority of NASA. Completing an application form is deemed to be acceptance of this condition.
- c) Specific notice is drawn to the disciplinary procedure contained herein. (See section 12)
- d) The Club shall charge a membership fee when issuing licence applications that shall include the mandatory NASA licence and insurance fees and shall also provide funds to offset the expense of running the Club. The club reserves the right to vary the fee at anytime in exceptional circumstances, such as a rise in unavoidable charges, however, no such variation would be retrospective.
- e) A member may obtain a racing number when they join the Club but, if they allow their membership to lapse for two consecutive years, their number shall be forfeit and available for re-issue.
- f) Any League / Club Official or competitor or member who takes legal action against NASA or an affiliated Club/League will have their membership suspended until the action has been resolved.
- g) It is the members' responsibility to notify the Club (specifically the membership secretary) of any changes in circumstances, i.e. changes of address.
- h) The Racing Numbers issued to a member may not be used on any vehicle participating in any other form of motorsport.
- i) Any new competition licence holder who joins Solway Autograss Club having previously been a member of any other NASA affiliated Club outside of the Dales League, *will not be eligible* for entry to the Nationals Qualifying races in the first year of their membership of Solway Autograss Club *except* in the case of their having previously been a competition licence holder within the Dales Autograss League and not having joined another club outside of the league in the meantime. A driver who has genuinely moved into the catchment area of the League may apply to the League committee for an exemption to this rule. The League Committee will have sole discretion on this application.

SECTION 3 COMMITTEE AND OFFICIALS

- a) All executive, financial and regular powers of the Club are vested in the committee that is elected by the members at a General Meeting (either Annual or Extraordinary). The committee and club are subject to the jurisdiction of the Dales League and NASA.
- b) The committee shall meet at regular intervals to discuss the running of the Club and other related issues.
- c) Any vacancies on the committee may be filled by the Committee co-opting a person to occupy the position. The committee may also create a new position if it is deemed necessary but that position shall not carry a vote until approved by the club membership at a General Meeting.
- d) All committee members have a vote plus the declared representatives from the sub-committee, numbering four. All issues shall be decided by a simple majority vote. In the event of a tie the Chairman shall have the casting vote.
- e) Changes to the Club constitution and rules are not a matter for the committee but must be placed before the membership at a General Meeting. Otherwise the Chairman shall have the discretion to allow the committee to determine issues or may refer them to the Club membership at a members Meeting.
- f) The proper channel for the membership to voice their opinions to the Committee on any subject whatsoever is in writing to any committee member or at a members meeting.
- g) Any person accepting a committee position must, where relevant, be prepared to attend appropriate NASA meetings.
- h) The Club takes the issues of safety, discipline and the well being of the Club very seriously, members should bear this in mind at all times.

- i) All committee members should at all times represent the best interests of the club, league and Autograss in general

SECTION 4 GENERAL MEETINGS

- a) The Club shall hold one Annual General meeting, the AGM, each year and the members to be notified by whichever means is available to the committee.
- b) At General Meetings voting on general issues and for the purpose of elections shall be decided by a simple majority any changes to the Club Constitution must be supported by 75% of voting members present.
- c) A General Meeting shall not be quorate unless 10% of the entire club membership is present.
- d) A member must bring their NASA licence to a general meeting in order to vote. Proxy votes are not permitted.
- e) The Club may hold an Extra-ordinary General Meeting to decide matters beyond the powers of the committee. Such meetings may be called by the committee itself or upon receipt by the Committee of a written application or petition signed by a majority of the entire club membership. The EGM will then be notified to all members together with an indication of the issues to be decided.
- f) Notice of an EGM should be sent to member's last known address so as to be delivered no less than seven days before the date of the meeting. In the event of an EGM requested by the members, the meeting date will no more than 28 days after the receipt of a valid request.

SECTION 5 HONORARY PRESIDENTS

- a) These positions are offered by the elected committee, usually in recognition of long service to the Club.
- b) The Honorary Presidents will protect the interests of the club and will not interfere with the general running of Solway Autograss Club, unless its behaviour is detrimental to the sport or its public. The committee have the right to consult any of the Honorary Presidents if they so wish.

SECTION 6 FINANCE

- a) A current bank account shall be held in the name of Solway Autograss Club.
- b) The Chairman, Secretary and Treasurer shall have the authority to sign cheques on behalf of the Club as approved by the committee. A minimum of two signatures is required.
- c) The Chairman, Vice-Chairman, Secretary and Treasurer shall have the authority to agree matters of finance and procedure of immediate importance should it be inconvenient to assemble the whole committee.

SECTION 7. RACE DAY PROCEDURE

- a) The club will run race meetings in accordance with all NASA rules and regulations as in current members/rule books. The Club will also make it's own rules but these will not contradict or relax any of the above mentioned.
- b) For the avoidance of doubt the Official in charge of a particular issue at a race meeting has the final say on the day.
- c) Any member may raise a complaint or query in writing through the Drivers Representative which must be put to the official in charge of the issue within a reasonable time of the issue arising. For instance a Marshalling decision should be queried immediately and not half an hour alter the event. The Driver's Rep. will then convey the decision/comment back to the member. On no account should an Official be approached directly.
- d) Any further points should be notified to the Drivers Rep. who will raise them at the next committee meeting or may resolve the matter informally.
- e) The race format is variable by the committee or during a race meeting by agreement between the Chief Marshal, Safety Officer, Chairman or other relevant officials.
- f) All members are required to read the member's handbook and, if a driver, must read fully the construction rules appropriate to their car.
- g) It is a member's own responsibility to ensure that he/she and his/her family, friends or mechanics behave appropriately and within the rules of the Club. Further to that a Club member should actively discourage any breaking of the rules he/she might see.
- h) Noise limits will be in force, the maximum noise level allowed will be as per the current NASA regulations, measured in accordance with NASA procedures. Any vehicle which becomes excessively noisy or loses it's exhaust will be stopped from racing.
- i) Racecar engines must not be started until authorised by pits control.
- j) No bicycles to be ridden anywhere on the race field during a race meeting.
- k) All drivers are responsible for tidying rubbish and litter in the pit adjacent to their vehicle. Any driver reported for this offence will be stopped from racing.
- l) Any driver attempting to race without signing on and/or not having had the car scrutineered will be stopped from racing.
- m) Competition cars must be transported to and from the track in a manner complying with the law.
- n) The Club bears no responsibility for any person who breaks the law before, during or after a race meeting.
- o) Any Club member found to be on the race field outside race meetings without the express permission of the Committee will be subject to disciplinary action unless obviously and exclusively carrying out work to the benefit of the club.

- p) All cars, trailers and Competition vehicles must be removed from the field immediately after the conclusion of the meeting unless permission to do otherwise has been granted by the committee. (In this respect, conclusion of the meeting is deemed to be the time when all post race work has been completed).
- q) A decision to cancel a meeting will depend on circumstances, where possible a decision will be made by 7.00pm the day before or by 8.30am on the day. The committee will endeavour to contact as many members as possible but drivers are expected to ring and check if in doubt.
- r) Competitors are exempt from the Road Traffic Act only at authorised meetings whilst competing within the rules of NASA. A competitor who drives his/her Competition car in the spectator area, camping area or other restricted areas could find his/herself convicted of dangerous, careless or inconsiderate driving in a public place. Exemption only applies to track, pits and unloading areas, dangerous driving in these areas will be dealt with under NASA or club rules.

SECTION 8. RACING PROCEDURE

ALL RACE MEETINGS ARE RUN WITHIN THE RULES OF NASA AS SET OUT IN THE CURRENT MEMBERS HANDBOOK ISSUED BY NASA ANNUALLY

SECTION 9. ANNUAL TROPHIES

- a) To assist in the smooth running of the race day programme a system will be devised by the committee for Annual Trophies. This system may be altered to correspond with the racing format. Drivers will be informed of the system beforehand and the points system will be available to drivers in Race Control on race days.
- b) All perpetual trophies will be held by the recipient for one year. Trophies must be returned at the last meeting of the season.
- c) Perpetual trophies in the custody of the holder are their responsibility. Any loss or damage incurred whilst in their custody may be charged for. Any loss or damage should be reported to the Committee immediately.
- d) Points will be awarded as per the separate championship rules which will be distributed at the start of the season and which are available to a member upon request.
- e) It is the trophy holder's responsibility to return perpetual trophies to the club in good time for the following years presentation.
- f) Each year the club champion will have the right to the number "SL1" (from 1st Jan. to 1st Jan).

SECTION 10 SCRUTINEERING

- a) The Chief Scrutineer/Scrutineers are, for the duration of the meeting, impartial and their decisions regarding car specifications and precautions are final.
- b) Scrutineering will finish promptly 15 minutes before racing is due to commence. Any vehicle presented late may be seen at the Chief Scrutineers discretion and this will be recorded in the Driver's rulebook. Any subsequent lateness will result in the car being scrutineered at the interval only.
- c) The Club reserves the right to have any vehicle checked for legality at any time.
- d) All engines in restricted classes will be checked and sealed in accordance with the Chief Scrutineers instructions.
- e) All drivers must seek permission from the Chief Scrutineer before breaking a seal on their engine. Failure to do so will be dealt with severely.
- f) The owner/driver is responsible for ensuring that the vehicle is constructed to the relevant class rules. Any queries should be addressed to the Scrutineers.

SECTION 11 WORK PARTIES/RACE DAY DUTIES

- a) It is a condition of membership that all members help in some way with the work involved in Track and Field maintenance and race meeting duties.
- b) The team leaders from the relevant work sections will have current members' names and will inform them of their duties.
- c) Persistent failure or refusal to do work duties will incur penalties at the discretion of the committee and sub-Committee.
- d) No person is allowed to do work on the track/field between race meetings unless there are at least two people present and an appropriate signing on sheet has been completed.
- e) Any members granted a free marshals license may be charged for the licence (at Social Members Rate), at the discretion of the committee following persistent failure to assist on race days.

SECTION 12 DISCIPLINARY PROCEDURE

BASIC PRINCIPLES ARE THAT: -

- 1) A Club may discipline any of its members as it sees fit.
- 2) Discipline can include a ban for as long as is thought appropriate.
- 3) A Club can apply to its League for further measures to be imposed on its members or any other person within the Leagues jurisdiction.
- 4) A League may apply to NASA to withdraw a person's licence nationally.

SOLWAY DISCIPLINARY PROCEDURE

- a) All hearings will be behind closed doors.
- b) Person's entitled to be present at the initial hearing are the committee, the person who is the subject of the hearing and a representative of their choice.
- c) The subject will be informed of the matter(s), which have given rise to the hearing and will be allowed to put their side of the story.
- d) The subject will be asked to leave the room whilst the Committee discuss and decide upon the issues raised and, if necessary, the level of sanctions to be imposed. The subject will then be informed of the result of the hearing.
- e) The subject is entitled to appeal. This will be required in writing within seven days of the hearing and should be addressed to the Secretary.
- f) The appeal will be heard by an independent appeal committee none of which may be Solway Autograss Club Committee Members. The Appeal Committee should be appointed by the Club Committee from within the membership of Solway Autograss Club, taking due care to select members who do not have any conflict of interest with regard to either the subject or the circumstances of the disciplinary action. They may increase or decrease any penalties based on the facts presented to them. The subject may attend the hearing and state his/her case. The decision of the appeal committee will be final. Solway's Club representatives may attend to give the club's case only, and shall leave the room during consideration by the appeal committee.
- g) The only grounds for appeals are: -
 - 1) that the committee have misinterpreted the rules,
 - 2) that the committee have mistaken the facts,
 - 3) that the penalty is too severe,
 - 4) there is new evidence which disproves the original offence.
- h) Any person facing disciplinary proceedings will be notified by letter to their last known address and will be invited to attend the initial hearing which will be held within 28 days of the all edged offence.
- i) A Club member may report any matter that they believe may require disciplinary action. On receiving such a complaint the committee will consider whether disciplinary action is warranted. Any committee member having a vested interest is not entitled to vote.
- j) If a complainant is dissatisfied with the result of a disciplinary hearing they have the right of appeal in the same way as a person being disciplined except that the grounds that the penalty is too light will not be available to a complainant.
- k) A non-exclusive list of matters requiring consideration for disciplinary actions are: -
 - Vulgar, profane or abusive language.
 - Theft or unauthorised borrowing of Club property or other's belongings.
 - Dangerous or reckless behaviour.
 - Interference with Club property and safety equipment.
 - Deliberately disobeying the instructions of a marshal or other official.
 - Disruption of race, committee or other meetings or events organised by the club.
 - Violence or threatening behaviour.
 - Vandalism or damage to any property.
 - Deliberate cheating in car construction.
 - Persistent use of contact whilst racing.
 - Any other behaviour detrimental to the Club and/or likely to bring the Club, NASA and/or the sport into disrepute.
- l) Should a member receive a ban as their punishment, the committee of Solway Autograss may at their discretion apply for this ban to be extended to events run by other Autograss Clubs running the reciprocal agreement, whereby Solway Autograss Club will not allow members banned from these other clubs to attend Solway Autograss Club meetings (where requested).