PENDLE FOREST ORIENTEERS CONSTITUTION
amended 14th October 2026

(adopted 23rd November 1978, previously amended 25th January 1997, 8th October 2015 and 20th October 2016)

1. **Title**

The Club shall be called "The Pendle Forest Orienteers" (hereinafter called "the Club")

2. **Purpose**

The main purposes of the club are to develop, advance and promote participation in the amateur sport of Orienteering by holding Orienteering competitions and other related activities in East Lancashire.

3. **Management**

a) The affairs of the Club shall be conducted by officials and a committee duly elected at the Annual General Meeting of Club members.

b) The officials shall be elected as follows:
Chair, Secretary, Treasurer, Safeguarding Officer and further committee members at a rate of 1 in 10 of all Club members, up to a maximum of 10 committee members.

4. **Membership**

a) Membership shall be open to anyone interested in orienteering provided they comply with this constitution and the guidance and policies of British Orienteering Federation (BOF) and North West Orienteering Association (NWOA).

b) Membership of the club shall be open to anyone interested in the sport on application regardless of sex, age, disability, ethnicity, nationality, sexual orientation, religion or other beliefs, and ability except as a necessary consequence of the requirements of orienteering .

c) The club may have different classes of membership and subscription on a non-discriminatory and fair basis. The club will keep subscriptions at levels that will not pose a significant obstacle to people participating.

d) The club committee may refuse membership, or remove it, only for good cause such as conduct or character likely to bring the club or sport into disrepute. Appeal against refusal or removal may be made to the members.

5. **Finance**

a) The accounts of the Club shall be balanced at 31st August of each year and they shall be submitted to the following Annual General Meeting.

b) Subscriptions shall be at a rate fixed annually at the Annual General Meeting.

c) All surplus income or profits are to be reinvested in the club. No surpluses or assets will be distributed to members or third parties.

d) In the event of the Club being dissolved its financial affairs are to be the joint responsibility of all members of the Club and not those of the officers only.

6. **Safeguarding Children & At-Risk Adults**

a) Pendle Forest Orienteering Club agrees to adopt the British Orienteering Safeguarding Policy & Procedures.

b) All individuals involved in orienteering through Pendle Forest Orienteers at every level, including participants, Officials, Instructors/ Coaches, Administrators, Club Officials or spectators (where it is feasible to manage) agree to abide by the British Orienteering Code of Ethics and conduct ("Code") and all such individuals participating or being involved in orienteering through Pendle Forest Orienteers in one of the aforementioned roles or in a role which comes within the intended ambit of this paragraph and the British Orienteering Safeguarding Policy & Procedures generally are deemed to be assented to and as such recognise and adhere to the principles and responsibilities embodied in the Code.

c) Each and every constituent member of Pendle Forest Orienteers including without limitation all clubs and disciplines, shall be responsible for the implementation of the British Orienteering Safeguarding Policy and Procedures in relation to their members.

7. **Committees and Procedures**

a) Meetings can be held either in person of online.

b) All Full club members can vote at meetings. Social members cannot vote.

c) The **Annual General Meeting** shall be held as soon as possible after the end of each financial year and before 21st October. At least 28 days notice should be given.

d) An **Extraordinary General Meeting** may be called in special circumstances at the request of any 6 paid up full members provided that at least 14 days notice is given of the meeting to every other paid up full member.

e) **Committee Meetings** shall be held whenever necessary, either by arrangement at a previous meeting or at the discretion of the Chair or Secretary. Committee meetings should be held at least 4 times each year.The committee shall have the power to co-opt additional members for specific purposes. Co-opted members on the Committee shall have the same voting rights as the elected committee members. A quorum for committee meetings shall consist of at least one Officer and three other Committee Members. Voting at all meetings shall be by a show of hands. A proposition duly seconded shall be carried by a simple majority with the chair having the casting vote.

f) The **Constitution** shall not be changed except at an Annual General Meeting or Extraordinary General Meeting. (The quorum for either meeting should be 10 members). In the case of any alterations to the constitution such alterations must be passed by at least two thirds majority of the members present at the meeting.

8. **Dissolution of Pendle Forest Orienteers**

a) If the Committee, by a simple majority, decide at any time that on grounds of expense or otherwise it is necessary or advisable to dissolve the Club, it shall call a General Meeting (Annual or Extraordinary) provided at least 21 days notice (stating the terms of the resolution to be proposed there at).

b) The Club can only be dissolved at a properly constituted General Meeting (Annual or Extraordinary) by a majority vote, of those present with the power to vote, to carry the resolution.

c) All debts and liabilities are the joint responsibility of the Club. The Club shall satisfy any proper debts and liabilities, and upon dissolution any remaining assets if any, shall be given or transferred to a registered CASC, a registered charity for use by them in related community sports or the British Orienteering Federation (BOF) and North West Orienteering Association (NWOA) for use by them in the development of Junior orienteering in the NWOA region.

Andy Ellis
Hon Secretary
October 2026