

1 The Constitution

1.1 Date

This constitution came into effect as from 7th April 2002 and subsequently amended on 17th October 2004 and 30th October 2011.

1.2 Constitution

This constitution replaces all previous constitutions of the Federation.

1.3 Changes

Any changes to this constitution may only be made by a vote at the Annual General or an Extraordinary General Meeting.

1.4 Race and Construction Rules

The Committee can alter those rules relating to construction and the race calendar at a meeting having given at least 14 days notice of any proposed changes to all teams registered for the year at that date so that they may comment and give their views which should be taken into account when making any decisions. For clarity the sections of this constitution which refer to construction and the race calendar are 6.1, 6.2, and 8.2 only.

2 The Organisation

2.1 Name

The organisation shall be called:

‘British Federation of Pedal Car Racing’

2.2 Aims

The aims of the Federation are to be:

- To promote and govern the sport of pedal car racing in the United Kingdom.
- To provide an opportunity for all age ranges to develop practical, technical and physical skills combined with social awareness.
- To determine all car specifications for the British Championship Races.
- To advise and co-ordinate a programme of races for each calendar year.

- To discourage the setting up of races that could bring the sport into disrepute.
- To prevent the sport from being exploited for pure monetary gain.
- To provide equipment when available to help organisers of regional races.
- To organise and administer the British Pedal Car Championships.
- To encourage connections with other pedal car racing groups including overseas.

3 Annual General Meeting

3.1 Date of meeting

The annual general meeting shall be held as soon as practical after the last race of the season and before the end of the calendar year. Nominally it will be held in October of each year. At least 28 days notice of this meeting shall be given in writing by the secretary to all committee members and teams registered in the last two years together with any other, previously interested parties. Notice of the meeting will also be posted on www.pedalcars.info.

3.2 Agenda for meeting

The agenda for the Annual General Meeting is to be:

- Minutes of last years meeting approved
- Approval of accounts
- Election of Committee
- Any other business previously notified to the Chairperson

3.3 Accounts

The accounting period for the Federation shall run from 1st January each year and end on the 31st December each year.

The accounts shall be kept in a good and proper manner by the Federation Treasurer.

3.4 Cheques

At least three members of the Executive Committee shall be cheque signatories. One of these signatories is to be the Federation Treasurer.

Each cheque should be signed by the Treasurer and one other Executive Committee Member who is a signatory.

3.5 Auditor

The accounts should be audited each year before the accounts are presented to the AGM.

3.6 Who can vote at the Annual General Meeting

A representative from each team who has registered for the year in which the AGM is held or have pre-registered for the following year may vote at the meeting.

3.7 Who can vote at Extraordinary General Meeting

A representative from each team who has registered with the Federation for the year the Extraordinary General Meeting takes place in.

4 Committee and Officers

4.1 Committee

The Committee shall have the responsibilities as noted below:

- To manage the affairs of the Federation
- To manage and organise the race calendar for the year
- To manage and organise the rules relating to races, the championship and construction.
- To keep accounts and run the Annual General Meeting
- To produce a newsletter and keep members updated on the Federation
- To keep an up to date web page on the British Pedal Car Championships.

4.2 Membership of the Committee

Membership of the Committee may be made up of the following:

- One member of each of the race organisers for the year.
- Up to seven members who must be elected from teams who have registered with the Federation for the year the Annual General Meeting takes place in, or have pre-registered for the following year.

If it is considered by the committee that additional members are required during the year, then the vacancies may be filled during the year by the Committee. In addition, the committee may decide to also co-opt members that are interested in Pedalcar Racing but are not race organisers or associated with registered teams if considered necessary during the year.

4.3 Officers

The Committee shall elect at its first meeting following the Annual General Meeting the following executive officers to serve for the year as the executive.

- Chairperson
- Vice Chairperson
- Treasurer
- Secretary

In addition a number of other officers are required for the Federation to function. These are detailed Appendix B - Officers. These would normally, but not necessarily be made up from members of the committee. If an officer is not also a committee member than they will have a non-voting advisory status on the committee.

In the event of one of these positions falling vacant during the year the Committee shall elect a new person to fill the vacancy.

4.4 Elections of officers

The election of the executive officers is the total responsibility of the Committee.

Elections shall be done nominations at the first meeting of the year, voting shall be either by secret ballot (if one member requires this) or by show of hands.

4.5 Voting at Committee Meetings

When a decision is made not by general consensus but by a vote, all members shall have one vote. In the event of a tie the Chairperson on the day has the casting vote.

4.6 Meetings

The Executive Committee shall meet in January, June and October of each year and on such other times as is found necessary on giving the membership as much notice as possible. If 3 or more teams, committee members, or race organisers (who are paid

up members of the Federation) wish to call an extraordinary meeting they may do so on giving notice to the chairman. If such a meeting is held then all teams shall have the right to be represented by up to 2 members.

4.7 Quorum

At least half the Committee shall be present to form a quorum which must include at least 2 executive officers.

In the case of a lesser number they may conduct the meeting but a postal vote must be taken on any decisions involving all the Committee Members.

5 Membership

5.1 General

Membership of the Federation shall be open to teams, race organisers and any interested parties.

For the purposes of membership a solo driver can be a team.

Membership shall be for the period 1st January to 31st December of each year or part of a year.

5.2 Fees and payments

The fee for a year's membership will be as per Appendix A – Membership Fees. This will be reviewed annually by the committee.

5.3 Rights of membership

The rights of the team membership are:

- To vote at the Annual General Meeting
- For members of the team aged 18 or over to stand for election to the Executive Committee.
- To be eligible to race at Federation Races and gain points for the British Championship.

6 Races and Championship

6.1 Race calendar

The race calendar for the following year shall be decided as soon as is practical in the preceding year and circulated for comments from Federation Teams. The final calendar shall be confirmed, after this consultation, at the AGM or as soon as possible subsequently.

6.2 Race Rules

The race rules are as published from time to time and available on www.pedalcars.info

6.3 Championship Rules and points

The rules for the Championship and the points gained for the British Championships Races shall be as published.

6.4 Ages and classes for racing

All ages and classes are to be set before the first race of the season by the Executive Committee.

6.5 Season for Racing

The racing season shall be from 1st January to 31st December each year.

7 Organisation of Races

7.1 The races

Only those races approved in the race calendar by the Committee shall count towards the British Championship for the current year.

7.2 General

Any races organised for the Federation shall be so run with good practice, Health and Safety and in accordance with the current Federation Guidelines.

8 Car Construction Rules

8.1 General

The Federation car construction rules are to be widely available and each car shall be subject to the scrutineer before each race to ensure it is safe and that it meets the

specification set out in the rules. It is the responsibility of the team manager to ensure that a car conforms to these rules throughout a race and the scrutineer has the right to inspect a car at anytime before, during, or after a race.

8.2 Rules

The construction rules for all cars entering Championship Races are to be built to meet the specification as set out in Appendix C – Car Construction Rules

8.3 Enforcement

The rules as set out in 8.2 will be enforced by the Chief Scrutineer and his decision is final subject to the appeal procedure set out in 8.4

8.4 Appeals

A right of appeal against a decision of the organisers shall be put to the Race Controller and two members of the Executive Committee not associated with the decision being appealed and this decision shall be final.

9 Authority confirmation

This Constitution is confirmed as accepted at the Annual General Meeting held on 30th of October 2011

Signed..... Chairperson

Signed..... Vice Chairperson

Signed..... Secretary

Dated.....

10 Appendix

10.1 Appendix A – Membership Fees

Schedule of membership fees for 2011:

Team membership: £25.00

Associate membership: £5.00

Associate membership is intended for individuals who are not part of a racing team and who do not intend to race but who would like to support the sport.

10.2 Appendix B - Officers

Schedule of Officers

Chairperson

Vice Chairperson

Treasurer

Secretary

Competition Secretary

Publicity Officer

Chief Scrutineer

Chief Marshall

Race Controller

10.3 Appendix C – Car Construction Rules

Car Construction Rules - See the British Pedal Car Specification (BPCS)