



# Articles of Association Policy

Approved: February 2017

Review: February 2021

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### PART 1 INTERPRETATION AND LIMITATION OF LIABILITY

#### 1. Defined terms

In the Articles, unless the context requires otherwise;-

**"Annual General Meeting"** has the meaning given in Article 28.1;

**"Appointed Director"** is a Director that has not been elected by the Members to the position of Director in accordance with Article 21;

**"Articles"** means the Company's Articles of Association;

**"bankruptcy"** includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy;

**"Chair"** is the person appointed as chair of the board for the time being by the Directors;

**"chairman of the meeting"** has the meaning given in Article 30;

**"Companies Acts"** means the Companies Acts (as defined in section 2 of the Companies Act 2006), in so far as they apply to the company;

**"Director"** means a Director of the Company, and includes any person occupying the position of Director, by whatever name called;

**"document"** includes, unless otherwise specified, any document sent or supplied in electronic form;

**"Elected Director"** means a Director who has been nominated and elected by the Members in accordance with Article 21;

**"electronic form"** has the meaning given in section 1168 of the Companies Act 2006;

**"General Meeting"** has the meaning given in Article 28;

**"Honorary President"** means the President for the time being of the Company;

**"Member"** has the meaning given in the Wales Weightlifting Federation Membership Regulations as amended from time to time, that sets out

membership rights including voting rights; every Member with voting rights shall have one vote at meetings of the Company;

**"ordinary resolution"** has the meaning given in section 282 of the Companies Act 2006;

**"participate"**, in relation to a Directors' meeting, has the meaning given in Article 12;

**"proxy notice"** has the meaning given in Article 36;

**"special resolution"** has the meaning given in section 283 of the Companies Act 2006;

**"subsidiary"** has the meaning given in section 1159 of the Companies Act 2006;

**"Vice Chair"** is the person appointed as vice chair of the board for the time being by the Directors;

**"Wales Weightlifting Federation"** shall mean the Company Wales Weightlifting Federation Ltd, the National Governing Body for the sport of Weightlifting in Wales;

**"Weightlifting"** means the sport of Olympic weightlifting and Para Powerlifting in all its forms in Wales;

**"writing"** means the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in electronic form or otherwise.

N.B. words denoting the masculine gender shall include the female gender throughout.

Unless the context otherwise requires, other words or expressions contained in these Articles bear the same meaning as in the Companies Act 2006 as in force on the date when these Articles become binding on the company.

The provisions of Schedule 2 of the Companies (Model Articles) Regulations 2008 (SI 2008/3229) shall not apply to the Company and these Articles shall apply instead.

## **2. Objects**

The Company's purpose is to act as the governing body for the Sport of Weightlifting in Wales and in doing so:

- 2.1. to promote Weightlifting in Wales;
- 2.2. to provide to the Members, services, advice and assistance in connection with Weightlifting;
- 2.3. to represent and protect the Weightlifting interests of all Members;
- 2.4. to provide Weightlifting related education, training and other services to all Members and to the public;
- 2.5. to do all other things that are incidental or conducive to the attainment of the above objectives.

The income and property of the Company shall be applied solely towards the promotion of its objects (as set forth above in these Articles) and no portion thereof shall be paid or transferred, directly or indirectly, by way of dividend, bonus or otherwise howsoever by way of profit, to Members of the Company.

## **3. Liability of Members**

The liability of each Member is limited to £1, being the amount that each Member undertakes to contribute to the assets of the company in the event of its being wound up while a Member or within one year after ceasing to be a Member, for:-

- 3.1. payment of the company's debts and liabilities contracted before ceasing to be a Member,
- 3.2. payment of the costs, charges and expenses of winding up, and
- 3.3. adjustment of the rights of the contributories among themselves

## **PART 2**

### **DIRECTORS**

#### **DIRECTORS' POWERS AND RESPONSIBILITIES**

## **4. Directors' general authority**

Wales Weightlifting Federation Ltd

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Articles of Association Policy

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Approved: February 2017      Review: February 2021

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Subject to the Articles, the Directors are responsible for the management of the company's business, for which purpose they may exercise all the powers of the company.

## **5. Members' reserve power**

The Members may, by special resolution, direct the Directors to take, or refrain from taking, specified action. No such special resolution invalidates anything which the Directors have done before the passing of the resolution.

## **6. Directors may delegate**

- 6.1. Subject to the Articles, the Directors may delegate any of the powers which are conferred on them under the Articles;-
- 6.1.1. to such person or committee;
  - 6.1.2. by such means (including by power of attorney);
  - 6.1.3. to such an extent;
  - 6.1.4. in relation to such matters or territories; and
  - 6.1.5. on such terms and conditions as they think fit
- 6.2. If the Directors so specify, any such delegation may authorize further delegation of the Directors' powers by any person to whom they are delegated.
- 6.3. The Directors may revoke any delegation in whole or part, or alter its terms and conditions.

## **7. Committees**

- 7.1. Committees to which the Directors delegate any of their powers must follow procedures which are based as far as they are applicable on those provisions of the Articles which govern the taking of decisions by Directors.
- 7.2. The Directors may make rules of procedure for all or any committee, which prevail over rules derived from the Articles if they are not consistent with them.

## **8. Honorary Advisors**

8.1. The Directors may appoint honorary advisors to undertake specific duties on behalf of the Company for such periods and on such terms as they think fit.

## DECISION-MAKING BY DIRECTORS

### **9. Directors to take decisions collectively**

The general rule about decision-making by Directors is that any decision of the Directors must be either a majority decision at a meeting or a decision taken in accordance with Article 10.

### **10. Unanimous decisions**

- 10.1. A decision of the Directors is taken in accordance with this Article when all eligible Directors indicate to each other by any means that they share a common view on a matter.
- 10.2. Such a decision may take the form of a resolution in writing, copies of which have been signed by each eligible Director or to which each eligible Director has otherwise indicated agreement in writing.
- 10.3. References in this Article to eligible Directors are to Directors who would have been entitled to vote on the matter had it been proposed as a resolution at a Directors' meeting.
- 10.4. A decision may not be taken in accordance with this Article if the eligible Directors would not have formed a quorum at such a meeting.

### **11. Calling a Directors' meeting**

- 11.1. Any Director may call a Directors' meeting by giving notice of the meeting to the Directors or by authorizing the Company Secretary (if any) to give such notice.
- 11.2. Notice of any Directors' meeting must indicate;-
  - 11.2.1. its proposed date and time;
  - 11.2.2. where it is to take place; and
  - 11.2.3. if it is anticipated that Directors participating in the meeting will not be in the same place, how it is proposed that they should communicate with each other during the meeting.
- 11.3. Notice of a Directors' meeting must be given to each Director, but need not be in writing.



11.4. Notice of a Directors' meeting need not be given to directors who waiver their entitlement to notice of that meeting, by giving notice to that effect to the Company prior to the date on which the meeting is held. The Directors may exercise their discretion to accept such notice after the date upon which the meeting is held. Where such notice is served it does not affect the validity of the meeting or of any of the business conducted at it.

## **12. Participation in Directors' meetings**

- 12.1. Subject to the Articles, Directors participate in a Directors' meeting, or part of a Directors' meeting, when;-
- 12.1.1. the meeting has been called and takes place in accordance with the Articles, and
  - 12.1.2. they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting.
- 12.2. In determining whether Directors are participating in a Directors' meeting, it is irrelevant where any Director is or how they communicate with each other.
- 12.3. If all the Directors participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is.
- 12.4. The Directors shall have power to invite any person it wishes to attend any meeting of the Board of Directors in an advisory capacity but without power to vote thereat.

## **13. Quorum for Directors' meetings**

- 13.1. At a Directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting.
- 13.2. The quorum for Directors' meetings may be fixed from time to time by a decision of the Directors, but it must never be less than four, and unless otherwise fixed it is four.
- 13.3. If the total number of Directors for the time being is less than the quorum required, the Directors must not take any decision other than a decision;-
- 13.3.1. to appoint further Directors, or
  - 13.3.2. to call a general meeting so as to enable the Members to appoint further Directors.

## **14. Chairing of Directors' meetings**

- 14.1. The Directors shall appoint a Chair to chair meetings of the Directors.
- 14.2. The Directors may terminate the Chair's appointment at any time.
- 14.3. If the Chair is not participating in a Directors' meeting within ten minutes of the time at which it was to start, the Vice Chair, if one is appointed by the Directors shall chair the meeting. If the Vice Chair is not present, appointed or willing to chair the meeting the participating Directors must appoint one of themselves to chair it.
- 14.4. Subject to 14.2 and 21.8 the appointed chair shall hold office for the term of their directorship.
- 14.5. In the event of the Chair resigning (either as Chair or as a Director) or otherwise being removed as Chair, the Directors shall appoint in accordance with 14.1

## **15. Casting vote**

- 15.1. If the numbers of votes for and against a proposal are equal, the Chair or other Director chairing the meeting has a casting vote.
- 15.2. But this does not apply if, in accordance with the Articles, the Chair or other Director is not to be counted as participating in the decision-making process for quorum or voting purposes.

## **16. Conflicts of interest**

- 16.1. If a proposed decision of the Directors is concerned with an actual or proposed transaction or arrangement with another Company in which a Director is interested, that Director must declare such interest at a meeting of the Directors or by notice to the Directors in writing. Such Director is not to be counted as participating in the decision-making process for quorum or voting purposes.
- 16.2. But if paragraph 16.3 applies, a Director who is interested in an actual or proposed transaction or arrangement with another Company is to be counted as participating in the decision-making process for quorum and voting purposes.
- 16.3. This paragraph applies when;-

- 16.3.1. the company by ordinary resolution disapplies the provision of the Articles which would otherwise prevent a Director from being counted as participating in the decision-making process;
- 16.3.2. the Director's interest cannot reasonably be regarded as likely to give rise to a conflict of interest.
- 16.4. For the purposes of this Article, references to proposed decisions and decision-making processes include any Directors' meeting or part of a Directors' meeting.
- 16.5. If a question arises at a meeting of Directors or of a committee of Directors as to the right of a Director to participate in the meeting (or part of the meeting) for voting or quorum purposes, the question may, before the conclusion of the meeting, be referred to the Chairman whose ruling in relation to any Director other than the Chairman is to be final and conclusive.
- 16.6. If any question as to the right to participate in the meeting (or part of the meeting) should arise in respect of the Chairman, the question is to be decided by a decision of the Directors at that meeting, for which purpose the Chairman is not to be counted as participating in the meeting (or that part of the meeting) for voting or quorum purposes.

## **17. Conflicts of interest – no transaction or arrangement authorisation**

- 17.1. The Directors may, in accordance with the provisions of this Article, authorise any matter proposed to them by any Director which would, if not authorised, involve a Director breaching his duty under section 175 of the Companies Act 2006 to avoid conflicts of interest ('Conflict').
- 17.2. Any authorisation under this Article will be effective only if:-
  - 17.2.1. the matter in question shall have been proposed by any Director for consideration at a meeting of Directors in the same way that any other matter may be proposed to the Directors under the provisions of these Articles or in such other manner as the Directors may determine;
  - 17.2.2. any requirement as to the quorum at the meeting of the Directors at which the matter is considered is met without counting the Director in question; and
  - 17.2.3. the matter was agreed to without his voting or would have been agreed to if his vote had not been counted.
- 17.3. Any authorisation of a Conflict under this Article may (whether at the time of giving the authorisation or subsequently):-

- 17.3.1. Extend to any actual or potential conflict of interest which may reasonably be expected to arise out of the Conflict so authorised;
- 17.3.2. be subject to such terms and for such duration, or impose such limits or conditions as the Directors may determine;
- 17.3.3. be terminated or varied by the Directors at any time.

This will not affect anything done by the Director prior to such termination or variation in accordance with the terms of the authorisation.

- 17.4. In authorising a Conflict the Directors may decide (whether at the time of giving the authorisation or subsequently) that if a Director has obtained any information through his involvement in the Conflict otherwise than as a Director of the Company and in respect of which he owes a duty of confidentiality to another person the director is under no obligation to:
  - 17.4.1. disclose such information to the Directors or to any Director or other officer or employee of the Company;
  - 17.4.2. use or apply any such information in performing his duties as a Director where to do so would amount to a breach of that confidence.
- 17.5. Where the Directors authorise a Conflict they may provide, without limitation (whether at the time of giving the authorisation or subsequently) that the Director:-
  - 17.5.1. is excluded from discussions (whether at meetings of Directors or otherwise) related to the Conflict;-
  - 17.5.2. is not given any documents or other information relating to the Conflict;
  - 17.5.3. may or may not vote (or may or may not be counted in the quorum) at any future meeting of Directors in relation to any resolution relating to the Conflict.
- 17.6. Where the Directors authorise a Conflict;-
  - 17.6.1. the Director will be obliged to conduct himself in any terms imposed by the Directors in relation to the Conflict;
  - 17.6.2. the Director will not infringe any duty he owes to the Company by virtue of sections 171 to 177 of the Companies Act 2006 provided he acts in accordance with such terms, limits and conditions (if any) as the Directors impose in respect of its authorisation.

17.7. A Director is not required, by reason of being a Director (or because of the fiduciary relationship established by reason of being a Director), to account to the Company for any remuneration, profit or other benefit which he derives from or in connection with a relationship involving a Conflict which has been authorised by the Directors or by the Company in a General Meeting (subject in each case to any terms, limits or conditions attaching to that authorisation) and no contract shall be liable to be avoided on such grounds.

## **18. Non-disclosure of Conflict of Interests – Sanctions**

Any Director who fails to disclose a conflict of interest in accordance with Articles 16 and 17 to the Directors may be charged with bringing the Sport into disrepute in accordance with the prescribed disciplinary processes for the time being.

## **19. Records of decisions to be kept**

The Directors must ensure that the Company keeps a record, in writing, for at least 10 years from the date of the decision recorded, of every unanimous or majority decision taken by the Directors.

## **20. Directors' discretion to make further rules**

- 20.1. Subject to the Articles, the Directors may make any rule or regulation which they think fit about how they take decisions, and about how such rules and regulations are to be recorded or communicated to Directors.
- 20.2. The Directors may from time to time make such Rules, Regulations, Statutes or Bye Laws as they may deem necessary for the proper conduct and management of the company, the Wales Weightlifting Federation.
- 20.3. The Directors shall adopt such means as they deem sufficient to bring to the notice of Members of the Company all such Rules, Regulations, Statutes or Bye Laws, which so long as they shall be in force, shall be binding on all Members of the company. Provided, nevertheless, that no Rule, Regulation, Statute or Bye Law shall be inconsistent with, or shall affect or repeal anything contained in the Articles of the Company.

## APPOINTMENT OF DIRECTORS

## **21. Methods of appointing Directors**

- 21.1. Subject to the provisions of these Articles, any person may act as a Director of the Company.
- 21.2. Until and unless otherwise determined by the Company in General Meeting, there shall be a maximum of eight Directors and the minimum number shall be four.
- 21.3. The business of the Company shall be managed by the Directors who shall consist of;-
  - 21.3.1. Three Directors elected by the Members, and
  - 21.3.2. Five Directors appointed by the Directors;
- 21.4. The Company shall follow the agreed recruitment process for all Director elections and appointments.
- 21.5. Details for new Elected Directors and any Elected Directors who are standing for re-election in accordance with these Articles shall be forwarded to all voting members at least 21 days prior to the Annual General Meeting or General Meeting in which the election is to take place.
- 21.6. Subject to Article 21.8 all Elected Directors shall hold office for three years, retiring at the end of the third year, unless they shall have previously resigned or ceased to be a director by virtue of Article 22 below.
- 21.7. Subject to Article 21.8 Appointed Directors shall hold office for two years and are eligible for re-appointment at the sole discretion of the other Directors.
- 21.8. Nothing shall prevent an existing or previous director serving a further term or terms should he be re-elected or re-appointed except that no Director, whether elected and/or appointed, may serve for more than 8 years in total.
  - 21.8.1. At the end of the maximum term served stated in 21.8 a person shall be ineligible for nomination, election or appointment as a Director.
  - 21.8.2. Any term served by any Director before adoption of these Articles shall not be included in the reckoning of the number of years served for the purposes of 21.8 above but will be used for the continuation of the rolling term election system in place at the time prior to the adoption of these articles.
- 21.9. The Directors' may fill a casual vacancy in their number of Elected Directors, by appointment. The term of such appointment shall be only until the next due Annual General Meeting, at which a vote shall take

place in accordance with these Articles, to elect a Director to hold office for the remaining term of the original position.

21.10. The Directors for the time being of the Board may act notwithstanding any vacancy in their body.

21.11. Any person who is willing to act as a director, and is permitted by law to do so, may be selected to be a director

21.11.1. by ordinary resolution, or

21.11.2. by a decision of the directors.

## **22. Termination of Director's appointment**

A person ceases to be a Director as soon as;-

22.1. that person ceases to be a Director by virtue of any provision of the Companies Act 2006 or is prohibited from being a Director by law;

22.2. a bankruptcy order is made against that person;

22.3. a composition is made with that person's creditors generally in satisfaction of that person's debts;

22.4. a registered medical practitioner who is treating that person gives a written opinion to the Company stating that that person has become physically or mentally incapable of acting as a Director and may remain so for more than three months;

22.5. by reason of that person's mental health, a court makes an order which wholly or partly prevents that person from personally exercising any powers or rights which that person would otherwise have;

22.6. notification is received by the Company from the Director that the Director is resigning from office, and such resignation has taken effect in accordance with its terms;

22.7. A person may be asked to resign as a Director by the Directors if a significant breach of the Board code of conduct has taken place or a serious misconduct is shown to have taken place.

## **23. Directors' remuneration**

23.1. Directors may undertake any services for the Company that the Directors decide.

23.2. Directors are entitled to such remuneration as the Members determine in General Meeting for their services to the Company as Directors.

23.3. Directors are entitled to such remuneration as the Directors determine for any other service, which they undertake for the Company.

- 23.4. Subject to the Articles, a Director's remuneration may;-
- 23.4.1. take any form, and
  - 23.4.2. include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death, sickness or disability benefits, to or in respect of that Director.
- 23.5. Unless the Directors decide otherwise, Directors' remuneration accrues from day to day.
- 23.6. Unless the Directors decide otherwise, Directors are not accountable to the Company for any remuneration, which they receive as Directors or other officers or employees of the company's subsidiaries or of any other body corporate in which the Company is interested.

## **24 Directors' expenses**

The Company may pay any reasonable expenses, supported by receipts where available, which the Directors properly incur in connection with their attendance at;-

- 24.1 meetings of Directors and committees,
- 24.2 general meetings, or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Company.

## **25 The Honorary President**

- 25.1 An Honorary President may be appointed by the Directors on such terms and conditions as they shall decide.
- 25.2 The Directors may terminate the appointment of an Honorary President at any time.
- 25.3 An Honorary President may not be a Director and if a Director is appointed as Honorary President he must cease to be a Director immediately.
- 25.4 The Honorary President shall be invited to attend and speak at the Annual General Meeting and any General Meeting but unless they are a Member shall not have a vote thereat.
- 25.5 The term of Office for the Honorary President will run in accordance to the terms of office for an Elected Director subject to 21. Period in office to last no longer than 8 years.



## PART 3

### MEMBERS

#### BECOMING AND CEASING TO BE A MEMBER

#### **26. Applications for Membership**

- 26.1. There shall be different categories of Wales Weightlifting Federation Member and membership with different rights and privileges as agreed by the Directors and set out in the Membership Regulations of the Company as amended from time to time.
- 26.2. Every voting Member shall sign a written consent or application to become a Member and sign the register of Members on becoming a Member.
- 26.3. All Members over the age of eighteen, on being accepted will be entitled to receive notices of and attend and vote at the Annual General Meeting and General Meetings of the Company, to be on the mailing list of the Company and to such other additional rights and privileges as the Directors may from time to time determine.
- 26.4. Notices will be made available in the manner determined by the Directors.

#### **27. Termination of Membership**

- 27.1. A voting Member may withdraw from membership of the Company by giving 7 days' notice to the Company in writing.
- 27.2. Membership is not transferable.
- 27.3. The Company acting reasonably following the Disciplinary Procedures of the Company may expel any Member if it considers that it is inappropriate that membership should continue or if the conduct of the Member shall bring the Company into disrepute.

#### ORGANISATION OF GENERAL MEETINGS

#### **28. Attendance and speaking at general meetings**

- 28.1 The Annual General Meeting date shall be set by the Directors, an Annual General Meeting shall usually be held each year.

- 28.2 The Company will circulate notice of an Annual General Meeting at 60 days before the date of the meeting and circulate the Agenda at least 21 days before the date of the meeting.
- 28.3 Notices of any motion to be put forward by a Member at an Annual General Meeting must be received by the Company at least 42 days before the date of the Annual General Meeting.
- 28.4 A General Meeting may be called at any time at the request of the Directors by giving 21 days' notice to the Members or upon receipt by the Company of a requisition to call such a meeting signed by not less than 10 voting Members.
- 28.4.1 Any such request made by the Members must state the terms of a resolution or resolutions capable of being voted upon at the meeting.
- 28.4.2 Following a valid request by Members the Company must organise a General Meeting within 2 months of receiving the request.
- 28.5 A Member is able to exercise the right to speak at an Annual General Meeting or a General Meeting when that person is in a position to communicate to all those attending the meeting, during the meeting, any information or opinions which that person has on the business of the meeting.
- 28.6 A Member is able to exercise the right to vote at an Annual General Meeting or a General Meeting when;-
- 28.6.1 that Member is able to vote, during the meeting, on resolutions put to the vote at the meeting, and
- 28.6.2 that Member's vote can be taken into account in determining whether or not such resolutions are passed at the same time as the votes of all the other persons attending the meeting.
- 28.7 The Directors may make whatever arrangements they consider appropriate to enable those attending an Annual General Meeting or a General Meeting to exercise their rights to speak or vote at it.
- 28.8 In determining attendance at an Annual General Meeting or a General Meeting, it is immaterial whether any two or more Members attending it are in the same place as each other.
- 28.9 Two or more Members who are not in the same place as each other attend a meeting if their circumstances are such that if they have (or were to have) rights to speak and vote at that meeting, they are (or would be) able to exercise them.

## **29 Quorum for general meetings**

No business other than the appointment of the chairman of the meeting is to be transacted at an Annual General Meeting or a General Meeting if the persons attending it do not constitute a quorum. A quorum shall be 5 Members entitled to vote at such Annual General Meeting or General Meeting attending in person or by proxy.

## **30 Chairing general meetings**

- 30.1 The Chair shall chair all general meetings if present, willing and able to do so.
- 30.2 If the Chair is unwilling to chair the meeting or is not present within ten minutes of the time at which a meeting was due to start :-
  - 30.2.1 the Vice Chair if appointed, present and willing shall chair the meeting, or
  - 30.2.2 if the Vice Chair is not appointed, present (or not willing or able) the Directors present, must appoint a Director to chair the meeting, and the appointment of the chairman of the meeting must be the first business of the meeting.
  - 30.2.3 (if no directors are present), the meeting must appoint a Member to chair the meeting, and the appointment of the chairman of the meeting must be the first business of the meeting.
- 30.3 The person chairing a meeting in accordance with this Article is referred to as "the chairman of the meeting"

## **31 Attendance and speaking by Directors and non-Members**

- 31.1 The Directors may attend and speak at the Annual General Meeting and at General Meetings regardless of whether or not they are Members.
- 31.2 The chairman of the meeting may permit other persons who are not Members to attend and speak at the Annual General Meeting or a General Meeting.
- 31.3 The Directors may invite observers to attend Annual General Meetings and General Meetings on such terms as may from time to time be agreed. Observers shall have no entitlement to speak or vote (except that an observer may be permitted to speak with the permission of the chairman of the meeting).

## **32 Adjournment**

- 32.1 If the persons attending an Annual General Meeting or a General Meeting within half an hour of the time at which the meeting was due to start do not constitute a quorum, or if during a meeting a quorum ceases to be present, the chairman of the meeting must adjourn it.
- 32.2 The chairman of the meeting may adjourn a general meeting at which a quorum is present if;-
- 32.2.1 the meeting consents to an adjournment, or
  - 32.2.2 it appears to the chairman of the meeting that an adjournment is necessary to protect the safety of any person attending the meeting or ensure that the business of the meeting is conducted in an orderly manner, or
  - 32.2.3 if any confidential information which may affect any voting at the meeting has been disclosed to any other person without the authorisation of the Directors.
- 32.3 The chairman of the meeting must adjourn a general meeting if directed to do so by the meeting.
- 32.4 When adjourning a general meeting, the chairman of the meeting must;-
- 32.4.1 either specify the time and place to which it is adjourned or state that it is to continue at a time and place to be fixed by the Directors, and
  - 32.4.2 have regard to any directions as to the time and place of any adjournment which have been given by the meeting.
- 32.5 If the continuation of an adjourned meeting is to take place more than 14 days after it was adjourned, the company must give at least 7 clear days' notice of it (that is, excluding the day of the adjourned meeting and the day on which the notice is given);-
- 32.5.1 to the same persons to whom notice of the company's general meetings is required to be given, and
  - 32.5.2 containing the same information which such notice is required to contain.
- 32.6 No business may be transacted at an adjourned meeting which could not properly have been transacted at the meeting if the adjournment had not taken place.

## VOTING AT GENERAL MEETINGS

### **33 Voting: general**

- 33.1 Methods of voting will be clearly indicated in notices of meetings, usually the following methods will be used;-
  - 33.1.1 by Members present
  - 33.1.2 by proxy vote
- 33.2 Any election shall always be put to a vote and if there shall be more candidates than positions available the vote will be conducted by secret ballot.
- 33.3 A resolution, (other than the election of an Elected Director) put to the vote of the Annual General Meeting or a General Meeting must be decided on a show of hands unless a poll is duly demanded in accordance with the Articles.
- 33.4 If a Member shall be unable to attend an Annual General Meeting or a General Meeting then the Member may grant a proxy in writing either to the chairman of the meeting, a Director, or another Member.
  - 33.4.1 Subject to 33.4 another Member may only hold one proxy vote.
- 33.5 For the avoidance of doubt no person other than a Member shall have the right to a vote at a general meeting unless that person is holding a proxy.

### **34 Errors and disputes**

- 34.1 No objection may be raised to the qualification of any person voting at an Annual General Meeting or a General Meeting except at the meeting or adjourned meeting at which the vote objected to is tendered, and every vote not disallowed at the meeting is valid.
- 34.2 Any such objection must be referred to the chairman of the meeting whose decision is final.

### **35 Poll votes**

- 35.1 A poll on a resolution may be demanded;-

- 35.1.1 in advance of the Annual General Meeting or a General Meeting where it is to be put to the vote, or
- 35.1.2 at the Annual General Meeting or General Meeting, either before a show of hands on that resolution or immediately after the result of a show of hands on that resolution is declared.
- 35.2 A poll may be demanded by;-
  - 35.2.1 the chairman of the meeting;
  - 35.2.2 the Directors;
  - 35.2.3 two or more Members having the right to vote on the resolution.
- 35.3 A demand for a poll may be withdrawn if;-
  - 35.3.1 the poll has not yet been taken, and
  - 35.3.2 the chairman of the meeting consents to the withdrawal.
- 35.4 Polls must be taken immediately and in such manner as the chairman of the meeting directs.

### **36 Content of proxy notices**

- 36.1 Proxies may only validly be appointed by a notice in writing (a "proxy notice") which;-
  - 36.1.1 states the name of the Member appointing the proxy;
  - 36.1.2 identifies the person appointed to be that Member's proxy and the Annual General Meeting or General Meeting in relation to which that person is appointed;
  - 36.1.3 is signed by the Member appointing the proxy, or is authenticated in such manner as the Directors may determine; and
  - 36.1.4 is delivered to the Company in accordance with the Articles and any instructions contained in the notice of the Annual General Meeting or General Meeting to which they relate.
- 36.2 The Company may require proxy notices to be delivered in a particular form, and may specify different forms for different purposes.
- 36.3 Proxy notices must be received by the Company at least 48 hours before the start of the meeting to which the proxy refers.
- 36.4 Proxy notices may specify how the proxy appointed under them is to vote (or that the proxy is to abstain from voting) on one or more resolutions.
- 36.5 Unless a proxy notice indicates otherwise, it must be treated as;-

- 36.5.1 allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting, and
- 36.5.2 appointing that person as a proxy in relation to any adjournment of the Annual General Meeting or a General Meeting to which it relates as well as the meeting itself.

### **37 Delivery of proxy notices**

- 37.1 A Member that is entitled to attend, speak or vote (either on a show of hands or on a poll) at an Annual General Meeting or a General Meeting remains so entitled in respect of that meeting or any adjournment of it, even though a valid proxy notice has been delivered to the Company by or on behalf of that Member.
- 37.2 An appointment under a proxy notice may be revoked by delivering to the Company a notice in writing signed by the Member by whom or on whose behalf the proxy notice was given.
- 37.3 A notice revoking a proxy appointment only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.

### **38 Amendments to resolutions**

- 38.1 An ordinary resolution to be proposed at an Annual General Meeting or a General Meeting may be amended by ordinary resolution if;-
  - 38.1.1 notice of the proposed amendment is given to the company in writing by a person entitled to vote at the general meeting at which it is to be proposed not less than 7 days before the meeting is to take place (or such later time as the chairman of the meeting may determine), and
  - 38.1.2 the proposed amendment does not, in the reasonable opinion of the chairman of the meeting, materially alter the scope of the resolution.
- 38.2 A special resolution to be proposed at an Annual General Meeting or a General Meeting may be amended by ordinary resolution, if;-
  - 38.2.1 the chairman of the meeting proposes the amendment at the meeting at which the resolution is to be proposed, and
  - 38.2.2 the amendment does not go beyond what is necessary to correct a grammatical or other non-substantive error in the resolution.

- 38.3 If the chairman of the meeting, acting in good faith, wrongly decides that an amendment to a resolution is out of order, the chairman's error does not invalidate the vote on that resolution.

## PART 4

### ADMINISTRATIVE ARRANGEMENTS

#### **39 Company Secretary**

A Company Secretary may be appointed by the Directors on such terms and conditions as they shall decide and unless the person so appointed is a Director, the Company Secretary shall have no voting rights at Directors' meetings.

#### **40 Means of communication to be used**

- 40.1 Subject to the Articles, anything sent or supplied by or to the Company under the Articles may be sent or supplied in any way in which the Companies Act 2006 provides for documents or information which are authorized or required by any provision of that Act to be sent or supplied by or to the Company.
- 40.2 Subject to the Articles, any notice or document to be sent or supplied to a Director in connection with the taking of decisions by Directors may also be sent or supplied by the means by which that Director has asked to be sent or supplied with such notices or documents for the time being.
- 40.3 A Director may agree with the company that notices or documents sent to that Director in a particular way are to be deemed to have been received within a specified time of their being sent, and for the specified time to be less than 48 hours.

#### **41 No right to inspect accounts and other records**

Except as provided by law or authorized by the Directors or an ordinary resolution of the company, no person is entitled to inspect any of the Company's accounting or other records or documents merely by virtue of being a Member.



## **42 Provision for employees on cessation of business**

The Directors may decide to make provision for the benefit of persons employed or formerly employed by the Company or any of its subsidiaries (other than a Director or former Director or shadow Director) in connection with the cessation or transfer to any person of the whole or part of the undertaking of the Company or that subsidiary.

### DIRECTORS' INDEMNITY AND INSURANCE

## **43 Indemnity**

- 43.1 Subject to 43.2, a relevant Director of the Company or an associated Company may be indemnified out of the Company's assets against;-
- 43.1.1 any liability incurred by that Director in connection with any negligence, default, breach of duty or breach of trust in relation to the Company or an associated company,
  - 43.1.2 any liability incurred by that Director in connection with the activities of the Company or an associated company in its capacity as a trustee of an occupational pension scheme (as defined in section 235(6) of the Companies Act 2006),
  - 43.1.3 any other liability incurred by that Director as an officer of the Company or an associated company.
- 43.2 This Article does not authorize any indemnity which would be prohibited or rendered void by any provision of the Companies Acts or by any other provision of law.
- 43.3 In this Article;-
- 43.3.1 companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate, and
  - 43.3.2 a "relevant Director" means any Director or former Director of the Company or an associated company.

## **44 Insurance**

- 44.1 The Directors may decide to purchase and maintain insurance, at the expense of the Company, for the benefit of any relevant Director in respect of any relevant loss.
- 44.2 In this Article;-
- 44.2.1 a "relevant Director" means any Director or former Director of the Company or an associated company,
  - 44.2.2 a "relevant loss" means any loss or liability which has been or may be incurred by a relevant Director in connection with that Director's duties or powers in relation to the Company, any associated company or any pension fund or employees' share scheme of the Company or associated company, and
  - 44.2.3 companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate.

## **45 Dissolution**

- 45.1 The Company may only be wound up by Special Resolution of the Members at a General Meeting.
- 45.2 If the Company is wound up or dissolved and there is any property remaining after all its debts are settled, this will be given to some other institution or institutions that support Weightlifting provided that the receiving institution(s) also prohibits the distribution of income and property among its members in the same way as the Company. The institutions(s) will be decided by the Members at or before the time of dissolution.