



PRICEWATERHOUSECOOPERS 

ACHILLES CLUB INFORMATION

including rules governing

The Varsity Match

The US Transatlantic Series

The Varsity Field Events Match (FEAR)

The Varsity Relays Match (FEAR)

The Freshers' Match

DISTRIBUTION: OFFICERS, COMMITTEE, CUAC & OUAC

These are the Standing Orders of the Achilles Club, and of OUAC/CUAC in so far as they apply, as approved by the Achilles Club Committee.

Recipients are asked to study them carefully, and to hand them to their successors in due course.

If disputes arise between CUAC and OUAC they should initially be addressed to the Senior Treasurer who will attempt to resolve matters internally or directly with his opposite number. The Senior Treasurers should feel free to refer matters for opinion to The President, Chairman, or Secretary of the Achilles Club.

First Drafted by Sandy Duncan

THE ACHILLES CLUB

The Club was founded in 1920, and as at that point all Old Blues were elected retrospectively its roots stretch back to the first Varsity Sports of 1864. It is a mixed Club for men and women, affiliated to Surrey and the South of England AA for Track and Field. The Officers, appointed by the Committee, are the Hon. Secretary, the Hon Treasurer and Membership Secretary, the Team Managers (men and women), the Supervisor of the Achilles Schools Relays and the Director of U.S. Matches. Other Committee appointments include members responsible for e.g. kit, the website and the Varsity Match.

The Clerk to the Achilles Trust is also an Officer and will be appointed by the Trustees, or by the Committee of Management consisting of The Achilles Chairman, Hon. Secretary, Hon. Treasurer, the Team Managers and the outgoing Clerk to the Trust.

The Club Committee meets not less than three times a year, usually once during each University term, normally on the Tuesday after the Varsity Match (May, in London), and immediately after the Freshers' Match (early November) and Inter Varsity Field Events and Relays Matches (IVFEAR) (late Feb/early March). It consists of the Chairman and Officers of the Club, and from each University the President, Secretary, Hon. Senior Treasurer (or in his absence the Hon. Junior Treasurer), immediate past President, the Men's and/or Women's Captain and the Achilles Representative: in addition there may be if required up to six co-opted members. It is customary for the Achilles President to be invited to attend.

The finances of the Club are administered by the Hon. Treasurer, and each member is required to pay an annual subscription. For practicable purposes the Club is operating an Active and Inactive List. The Inactive List comprises those who were properly elected, did not become Life Members, and whose annual subscription has lapsed. The Active Members are Life Members and/or those paying an annual subscription. It is these active members who are on the Club's Mailing List to receive news of current activities, and whose names will appear in the list of members from time to time.

The Achilles Trust (Inland Revenue number XN57824) supplements the funds available from the Hon. Treasurer and other sources, in accordance with the terms of the Trust, and in particular makes funds available for the U.S. Series of matches, coaching, elite athletes, School and Foreign Tours etc. The terms of the Trust dictate that funds can only be used for the benefit of undergraduate students at Oxford and Cambridge.

The University Athletic Clubs - OUAC and CUAC
(logo templates in traditional format are as per front cover above
and can be downloaded in scaleable version from
www.achilles.org) – note that the PwC logo MUST appear on all
OUAC and CUAC club kit etc (see below)

i) The President, Secretary and Captain of each University Club liaise closely with the Achilles Club throughout the year in respect of fixtures, elections, etc, etc, and send Fixture Lists to the Achilles Hon. Secretary

ii) The following are eligible for election to the Club from each Athletic Club, including Cross Country: Blues, Half Blues; Cross Country, Marathon, Relay and Field Event Colours, Alverstone, Centipedes, Alligators and Millipedes. In addition the Committee of each University Club may nominate members not covered by the above categories. Members shall be sent an invitation letter signed by the President or Chairman, along with a Joining Card and Bankers Direct Debit Form.

Prospective members who were not elected while up at Oxford or Cambridge but who met the current eligibility criteria are eligible for retrospective election.

OXFORD VERSUS CAMBRIDGE MATCH.

The "Varsity Match" or the "Varsity Sports" consists of the Men's and Women's (Blues). Matches between the Centipedes and Alverstone clubs, and Millipedes and Alligators, are held in conjunction with it.

a) The following are the current standard procedures for the Varsity Match, although they may be amended by prior mutual agreement of the University Presidents in consultation with the Achilles committee. In the event of disagreement the Achilles President or Chairman shall rule.

b) The match is presently held at Oxford or Cambridge in alternate years (Cambridge in odd numbered years). When at Oxford (Iffley Road), the hammer is held at an alternative nearby venue.

c) The arrangements for the Varsity Match are the responsibility of the two University Clubs and of the Achilles Club. The following guidelines are not necessarily comprehensive.

d) **The host University is responsible for:**

- **booking the track**
- ensuring in advance that **all necessary equipment** is available, including implements competitors numbers (with sponsor's logo), height/distance score cards for officials, public address system in working order
- **briefing groundsmen** re order of events (400m hurdles to be set at women's height first)
- **arranging refreshments** for officials throughout the match and **catering facilities** for spectators
- **booking venues for first and second team dinner(s)** and supplying directions to venues for inclusion in the match programme.
- **supplying their team details** to the compiler of the match programme as below
- arranging for the compiled match **programme to be locally printed** and delivered to the track
- arranging for **sale of programmes** (e.g. by non-athlete students on a commission basis)
- ensuring that their Senior Treasurer **brings trophies** won the previous year to the match
- **advertising** the match
- supplying **results** to the Press.

e) **The 'away' University is responsible for**

- supplying their **team details** to the compiler of the match programme as below
- ensuring that their Senior Treasurer **brings trophies** won the previous year to the match
- ensuring that they allow **ample travel time** to arrive well in advance of the start of the match

f) **The Achilles Club is responsible for:**

- appointing a **Meeting Controller**, usually the Achilles Hon. Secretary or his nominee, to resolve any difficulties which may arise
- **inviting judges** and officials to the match, in consultation with the host University, who each have a list of regulars. A substantial body of Achilles members are also included.
- recruiting **announcers and recorders**
- appointing an **Officials Marshal** to deploy and assist officials during the match
- compiling, editing and publishing the **match programme**. The programme compiler will request each University prepare a term in advance the name, full initials, college, school and PB of each athlete who might be included in any of their teams, a supply a spreadsheet in the format he requires. The final team selections are to be emailed on the spreadsheet to the programme compiler no later than the Sunday evening preceding the Match
- supplying **winners medals** for presentation (50)
- delivering the **Achilles Dinner Book** to the Achilles Dinner
- arranging the **Achilles AGM** either shortly before or after the match, or on another suitable occasion, with minutes of last year's AGM available for distribution
- ensuring that a copy of these **Standing Orders** is to hand
- arranging (including booking venue and selling tickets) an **Achilles Reunion Dinner**
- inviting the Achilles Dinner **Chief Guest** (a senior member of the Achilles Club).

g) The **University Senior Treasurers** are responsible for ensuring that the following are brought to the Match:

- the **Dinner Book (the property of CUAC)**,
- the C.N. Jackson Cup for the winning University of the Blues Match (men),
- the Drake Digby Cup (best performance)
- the Le Touquet Baton (most improved performance)
- the Paul Gomme Trophy (best performance in a throwing event)
- the Graham Goddard Trophy (for the winning team in the Centipedes/Alverstone Match),
- the Achilles Trophy (outstanding contribution to Varsity Athletics during the year)
- the Cup for the Winning University in the Women's Match ,
- the Derek Steel Trophy for the Millipedes v. Alligators Match
- the Susan Dennler Cup (best performance)

h) The **events and timetable** of the match are standardised, and may be altered only by mutual agreement by the two Presidents and Captains well in advance of the match: this is the Oxford version (At Cambridge, where the hammer is held on site, the hammer can start at 11.30)

Event	Time		
1	11.00	Hammer (at Horspath)	Men
2	11.30	Pole Vault	Women
3	12.00	Long Jump	Men
4	12.00	Hammer (at Horspath)	Women
5	12.30	400m Hurdles	Women
6	12.45	400m Hurdles	Men
7	1.00	High Jump	Men
8	1.00	Long Jump	Women
9	1.00	800m	Women, Men
10	1.30	Discus	Men
11	1.30	Pole Vault	Men
12	1.30	100m	Women, Men
13	1.50	3000m S'chase	Men*
14	2.00	Triple Jump	Men
15	2.10	100m Hurdles	Women
16	2.20	110m Hurdles	Men
17	2.30	Discus	Women
18	2.40	400m	Women, Men
19	3.00	One Mile	Women, Men
20	3.15	High Jump	Women
21	3.30	Javelin	Men
22	3.30	Shot	Women
23	3.40	200m	Women, Men
24	4.00	Triple Jump	Women
25	4.00	5000m	Women*
26	4.25	200m Hurdles	Men
27	4.30	Shot	Men
28	4.40	Javelin	Women
29	4.45	4 x 100m Relay	Women, Men
30	4.55	5000m	Men*
31	5.15	2000 s/c (2nd team)	Women*
32	5.30	4 x 400m Relay	Women, Men

The timetable for 2008, incorporating the women's steeplechase as a scoring event, has not yet been finalised

i) The match is conducted under the **Rules of the AAA of E**. A senior officer of the Achilles Club is designated Match Referee.

j) **Numbering (Oxford odd numbers, Cambridge even numbers):**

Oxford: Men 1 + 3, Women 5 + 7, Centipedes 21 + 23, Millipedes 25 + 27
 Cambridge: Men 2 + 4, Women 6 + 8, Alverstone 22 + 24, Alligators 26 + 28

The sponsor's logo should appear on the numbers.

Points scoring: 5,3,2,1 Relays 5,2.

Lane order for track events: The Presidents or Captains shall toss a coin. The winner chooses a track event and opts for lanes 1 and 3 or lanes 2 and 4. The loser of the toss chooses another track event and the two lanes. This procedure of choice continues alternately for all the track events. The lanes so decided in this fashion shall be for the Blues Match (men) and shall also apply for the Centipedes v. Alverstone match. The same procedure shall be carried out for the women's matches. It is the responsibility of the Presidents to liaise with the Track referee in respect of this procedure but if neither President insists on following the above procedure, then whatever lane draw mechanism the Track referee may propose may be used. The lane order shall then be given to the track referee, starter and announcer.

k) The order of trials for each Field Event (1 and 3 or 2 and 4) will be determined at each event by the toss of a coin by the first strings of the Blues Match (men). The same order of trials will apply to the Centipede/Alverstone match. The same procedure as above will be carried out by the first strings of the Women's match. There shall be six trials per competitor in both first and second team matches.

l) **The starting height** and the amount the bar is raised in the High Jump and Pole Vault are as follows

	Starting height	2nd height	increments
Men's HJ	1.40	1.50	5 cm to 1.95, thereafter 3 cm
Women's HJ	1.10	1.25	5 cm to 1.60, thereafter 3 cm
Men's PV	2.00		10 or 20 cm at competitors' option
Women's PV	1.70 or lower if practicable		10 or 20 cm at competitors' option

m) **Order of competition:** For the steeplechase (men and women), 5000m (men and women), all relays and all field events the first and second team events will be held concurrently. **No other track events may be run concurrently**, and the order of competition shall be 1. Millipedes v. Alligators, 2. Women's Blues Match, 3. Centipedes v. Alverstone, 4. Men's Blues Match.

The women's 2000m steeplechase is a presently scored in the Millipedes/Alligators match only, although competitors from the Blues match may be nominated to compete and score and guest runners may also compete.

n) **There shall be no interchange between matches** of athletes who have already competed in either of the two men's and women's matches except as above in the womens steeplechase and in the relays where the interchange may be either way. In the relays there shall be no limit to the number of interchanges except that (a) no-one may interchange between the two relay teams i.e. no-one may run in the 4 x 100m for the Blues and 4 x 400m for the second team or vice versa and (b) the Meeting Controller in consultation with Achilles Club officers shall have the discretion, should he consider that the Relays have not been conducted in the spirit of the matches (i.e. with each side fielding its best team in the Blues Match) to disqualify the offending teams from the events concerned. It is not obligatory for a member of a Relay Team to have competed first in another event in his/her match.

The 4 x 400m relays shall be run off **long staggers** (i.e 1¼ laps in lanes).

o) **Eligibility to compete** in this match shall be as is mutually agreed by the "Blues Committee" of both Universities. In the event of failure of the Blues Committee to agree, the University Presidents shall mutually agree. In the event of further failure the President and/or Chairman of the Achilles Club shall decide. BUSA rules apply to the 2nd team matches and FEAR

p) **Presentation of trophies.** The trophies as per (g) above and winners medals will be presented usually by the Dinner Chairman immediately after the Match. The winners shall be decided by members of the Achilles Committee present at the Varsity March in consultation where appropriate with the University Presidents.

q) We are indebted to a **PricewaterhouseCoopers** for sponsorship of OUAC and CUAC throughout the year. **OUAC and CUAC have formally agreed that the PwC logo appear on any club kit/equipment/trophies and within any programme**, and that they provide copies of relevant articles appearing in student media, ensuring the publication of at least one article per season which publicises PwC.

The sponsor's interests should be promoted at all times: PwC should be mentioned in the programme and competitors numbers, and by the announcers, and should be involved in the presentation of trophies and invited to the dinner after the match.



r) **Dinners after the Oxford v Cambridge Match.**

After the match there is a dinner for the men's and women's teams, presided over usually by one of the Senior Treasurers. The Presidents make brief (5 minute) speeches, and award Blues. The Captains award Blues but do not make speeches. The President of the winning University in the Men's Match (irrespective of the result of the Women's Match) may opt to speak last. The Dinner Attendance Book (owned by CUAC and started in 1905) is passed round for signature.

An Achilles Reunion Dinner is held at a separate venue. The Chief Guest is invited as per d) above. The Achilles Dinner book is passed around for signature.

SERIES OF MATCHES V. AMERICAN UNIVERSITIES

a) The series follows the following four-year pattern:

- Olympic year: fallow
- Following year: Oxford and Cambridge tour USA
- Following year: Cornell and Pennsylvania in the UK
- Following year: Harvard and Yale in the UK

b) The Oxford and Cambridge team is selected solely on merit and availability. Presidents are not selected as of right.

c) The **selection committee** shall be constituted as follows:

- The Director of US Matches
- The two Presidents

The selection committee shall consult e.g. the University captains, coaches, cross country captains, past Presidents et al. to ensure that the best available team is selected

Notes:

i. The Presidents and Captains of the two University clubs referred to in paragraphs c. and e. shall be those in office at the time of the previous Varsity Match for the purposes of US matches held in May/June or during the summer vacation.

ii. Depending on dates, the selection committee for Oxford and Cambridge teams to tour the USA may be convened by the Director of US Matches immediately after the Relays Match or the Varsity Match.

Athletes will be **considered for selection** who have:

- achieved a Blues standard, or at least a Half-Blues standard, within the last 12 months
- demonstrated their fitness at competition level within 2 months prior to selection
- regularly attended OUAC/CUAC/Achilles training in recent months.

Athletes who are **injured or unfit** may not be eligible to proceed on tour. Any injury or illness should be disclosed to the tour management IMMEDIATELY on selection or on occurrence prior to departures. Failure to disclose such information immediately may render the athlete liable for the FULL COST of their travelling expenses.

The costs of the tour are met mainly by the Achilles Trust. However, each athlete is required to contribute a modest sum: it may be possible for athletes still in residence to obtain grants to assist them in this respect, and they are recommended to approach their colleges accordingly. In the event that genuine hardship would prevent an athlete from accepting selection, they are advised to contact the Secretary of the Achilles Club.

d) **Eligibility** Members of the Oxford/Cambridge team are those who are "in residence" at Oxford or Cambridge and those athletes who have "gone down" the previous year after not more than 3 consecutive years in residence. Athletes may compete once in the US and once against each pairing in the UK

e) **Team Appointments** The Captain for each match will be agreed between the two Presidents and the Director of the O/C team.

f) The Achilles Committee shall appoint the "**Director of the O/C Team**" who will negotiate with the U.S. Universities and plan the tour arrangements in the UK and USA, venues and dates. For matches in the UK the Committee shall also appoint the "U.S. Liaison Officer" who will meet the U.S. party and travel stay with them while at Oxford/Cambridge. For matches in the USA the Committee shall appoint such further Coaches/Managers as they may decide upon.

g) There shall be men and women's matches against the U.S., and the touring side shall choose whether the match shall be decided by events or point **scoring** (5,3,2,1 - and **Relays 5-2**). There shall be deemed to be three matches - the men's, women's and joint teams, but traditionally the joint result is the important score in Harvard/Yale fixtures, whereas the separate men's and women's results feature more in the matches against other teams.

h) The **events in the match** will be negotiated by the "Director O/C Team" based upon the full international programme (less the marathon and walking events) and agreed by the two Presidents (Appendix B). There may be additional non-scoring events, and if it is mutually agreed there may also be non-scoring Guest competitors in the match events (guests are usually excluded from the Harvard Yale match, but a more flexible attitude is adopted with Penn Cornell). **ONLY THOSE WHO HAVE ALREADY COMPETED IN THE MATCH ARE ENTITLED TO TAKE PART IN THE RELAY EVENTS.**

i) **Costs of hosting in the UK.** The Achilles Club shall be responsible for the relevant travel in the UK plus relevant board and lodging expenses of not more than 50 team members of the U.S. Party plus coaches, normally housed in Colleges (it has become usual for US coaches to opt to pay for their own hotel accommodation). Efforts will be made by the Director to limit the size of U.S. Party in the UK not to exceed 50. All expenses (including relevant travel in the UK) for excess team members shall be charged to the U.S. Party before leaving the host Universities. If journeys are by road more than one coach will be needed for the U.S. Party of 50 or more because of their considerable quantity of baggage. A second coach or baggage truck will be required.

j) **The Achilles Trust** will make some finances available to the two Universities, subject to agreement of prior satisfactory budgetary estimates, for all matches in the UK, supplemented by funds from the Universities. For the tour to the U.S. (in addition to funds provided by the Achilles

Trust, the U.S. Universities and the OUAC and CUAC) team members will also be required to contribute personally.

GROUND RULES FOR AMERICAN ATHLETES VISITS TO OXFORD AND CAMBRIDGE

1. *We pay for the food of up to 50 visiting athletes (the Americans pay the food costs for any over 50).*
2. *The Americans pay the accommodation (bed) costs of all their athletes.*
3. *We pay for a bus (large enough for 50) to bring them from XX to Oxford or Cambridge, for a bus for the journey between Oxford and Cambridge, and for a bus for their journey from Oxford or Cambridge to a London airport.*
4. *We pay for the hire of a minibus for the duration of their Oxbridge stay.*
5. *If the Americans need a second bus (because of the size of their party), they pay the costs for that second bus.*
6. *We make the offer to accommodate and feed their adults (coaches etc), but we only pay the costs of up to 6 (if they bring more, they pay, both for bed and board, for the excess). If their adults wish to make their own arrangements (hotels) we should encourage them to do so, and assist with making the necessary reservations. If their adults do stay at hotels, this is all at their own expense, but we should be fairly generous about providing eating opportunities for them (at our expense).*

The Achilles Trust will provide as much of the required finance as it can, but this may well not cover the whole cost. It is important that the American athletes' visits to Oxford and Cambridge are recognised, by both Universities, as part of a "cultural/academic exchange". Thus the costs of their visits, to either University, are entirely free of liability to VAT. The Achilles Trust's money is only available to support such "cultural/academic" endeavours - so if any of the accommodating Colleges try to charge "commercial" rates (with concomitant liability to VAT) this must be resisted (and Achilles Trust money would not be available to pay such rates).

The Oxbridge organisers of the Americans visits should determine costs in advance, so that (a) the Americans are told in good time what their financial liabilities will be, and (b) so the Clerk to the Achilles Trust can seek to supply appropriate funds for the visit. It is probably convenient for the Americans to remit funds to cover their liability, in advance, to the CUAC bank account (this is because this has been the practice for the last 3 visits, and the necessary reference numbers and codes to permit a money transfer, are already known to all parties). CJRT 26.1.2007

k) The Achilles Club will obtain the services of **Judges and other Officials** for matches in the UK and will nominate Track and Field Referees.

l) **Gifts** will normally be required for presentation to the Americans. When the U.S. Matches are in the UK, medals (supplied by the Achilles Trust) will be presented to the winners of each event, and later distributed to each other member of the U.S. touring side (less family members)

A **formal dinner** is usually held in the UK: this will normally occupy about three hours, and microphones and loudspeakers will be required. The Achilles President/Chairman or an invitee from either of these shall act as the Dinner Chairman. In the UK the Loyal Toast is "Her Majesty The Queen" followed by "The President of the United States" - and vice versa in USA. Medals will be presented to the winners of each event (unless presented after the match). With Opening and Closing remarks by the Dinner Chairman the speeches will be : Lady Captains Oxford/Cambridge Team - The two U.S. Lady Captains - Captain Oxford/Cambridge Team (men) - The two U.S. Captains (men) and any others at the discretion of the Chairman.

n) **Technical Committee:** A Technical Committee shall meet the evening before each match. The Oxford/Cambridge representatives shall be nominated by the Achilles Chairman when the matches are in the UK, and by the "Director O/C Team" when in the U. S.

m) **Match procedure:** At the Technical Committee meeting a coin will be tossed and the winner chooses a track event and lanes 1 and 3, or 2 and 4. The loser chooses another event and the

preferred lanes, and this procedure of choice continues alternately for all the track events. The agreed lane order for all track events will be given to the, Announcer and Starter. The order of trials for each Field event (1 and 3, or 2 and 4) will be determined at each event by the toss of a coin by the first strings of the competing teams.

o) Any other arrangements for the U.S. teams in the UK will be decided by the Achilles Committee, and usually include a dinner for the U.S. Coaches.

p) The match will be conducted under the rules of competition of the I.A.A.F.

Extract from Achilles Minutes November 2003, to be borne in mind:

- a. *It was agreed that event by event sponsorship should be vigorously pursued by the host University, subject to PwC approval,*
- b. *It was noted that students on both sides of the Atlantic would welcome more integration with their counterparts.*
 - *It was agreed that management may need to ensure that more disciplined communication is in place to ensure that planned social events are seen through.*
 - *Ideally the visitors programme should consist of a 3 day visit to one University, followed by the match and dinner at the other University.*
 - *Introducing visitors and hosts according to their events should be arranged.*
 - *Achilles participation in an earlier event in the visitors' tour had proved successful in past*
 - *A radical change making the match e.g. Oxford and Penn v Cornell and Cambridge was suggested*
- c. *It was agreed that more razzmatazz (flags, parade etc) should be considered for future meetings in the series.*

Trophies for the matches v Harvard & Yale

Three trophies are contested: for the men's events, the women's events, and all events combined. The matches are scored either by match points or by number of wins: the scoring system used is decided by the visiting team and will be announced at the beginning of the match

The Naughton Trophy for the combined match. Joseph Naughton, Harvard '73, won the Shot in the London meeting of 1971, but died of cancer less than two years later. This magnificent trophy was first contested in 1977 and splits in two, one part being held by each of the winning pair of Universities.

The Achilles Trophy and **The Stead-Sellers Trophy** Presented by Tim Sellers (Harvard '80, subsequently at both Oxford and Cambridge and winner of the Triple Jump in this series in 1981) and his wife Frances Stead (Oxford and Cambridge), they are to be held by the winning team in the men's and women's matches respectively, and presentation texts as follows are to be observed

"The Achilles Trophy is presented to the Men's Team winners at the Oxford and Cambridge against Harvard and Yale Athletics Match, in honor of the Achilles Foundation, which helps to support these competitions. This trophy is dedicated to the perpetual renewal of friendship between British and American students through participation in the world's oldest international track meet. The Achilles Foundation looks forward to welcoming today's competitors, both men and women, to future Achilles meetings and banquets and invites all today's athletes to join in helping to provide the same opportunities to other students in the future.

The winning team at this year's meet was _____, by a final score of ___ to ___. The date, the winning universities' names and the winning score will be inscribed on these two silver trophies. Would the two captains please come up to be congratulated?"

"The Stead-Sellers Trophy is presented to the Women's Team winners at the Harvard and Yale against Oxford and Cambridge Track and Field Competition, to honor the achievements of women athletes and in particular four generations of Stead and Sellers women at Radcliffe and Oxford, who were not able to take part in the transatlantic meet because (before 1981) there was no women's competition. This trophy is dedicated to women athletes and to the perpetual renewal of friendship between British and American students through athletic competition.

The winning team at this year's meet was _____, by a final score of ___ to ___. The date, the winning universities' names and the winning score will be inscribed on these two silver trophies. Would the two captains please come up to be congratulated?"

The Pat Liles Outstanding Performer Awards. Pat Liles competed in this fixture for Harvard in 1957 and 1959, and for Cambridge in 1961: he died in 1983. These awards were first presented in 1985 to those judged by the head coaches to be the best male and best female athlete in the meeting.

The Boal Hammer Awards. Ayers Boal, Harvard '00, won the Hammer in the first meeting of 1899. The Hammer event was dropped from the match programme for many years but these fine awards to the winners of men's and women's hammer events, donated since 1979 by John Thorndike, Harvard '49, now affirm the event's prominence.

In the UK **Medals** are awarded to the winners of each event, and to all other members of the visiting team.

At Cambridge in 2006 (v Penn Cornell) the programme was

Track		Field	
12:30	400mH (women)	Pole Vault (men)	Hammer (men & women)
12:40	400mH (men)	High Jump (men)	Long Jump (women)
13:00	800m (women)		
13:10	800m (men)		
13:30	100m (women)		DT (women)
13:40	100m (men)	Triple Jump (men)	
13:50	3000 S/C (men)		
14:15	100mH (women)	Discus Throw (men)	
14:25	110mH (men)		
14:40	5000m (women)		PV (women)
15:05	400m (women)		Shot Put (women)
15:10	400m (men)		
15:20	1500m (women)	Long Jump (men)	Javelin Throw (women)
15:30	1500m (men)		
15:40	200m (women)		
15:45	200m (men)		High Jump (women)
15:50	5000m (men)		
16:15	Schools relays	Shot Put (men), Javelin Throw (men)	
16:35	4x100m (women)		Triple Jump (women)
16:40	4x100m (men)		
16:50	3000 S/C (women)		
17:10	4x400m (women)		
17:15	4x400m (men)		

The men's and women's matches will be scored either by events won or by points scored (5.3.2.1: relays 5.2) at the visitors' option

At Oxford in 2007 the timetable was

Track		Field	
11:30		Hammer (men & women) <i>followed by</i>	
11:45	10,000m (men)	Discus (men & women) at Horspath*	
12:30		Pole Vault (men)	
12:40	400mH (women)	High Jump (men)	Long Jump (women)
12:50	400mH (men)		
1:10	800m (women)		
1:25	800m (men)		
1:30	100m (women)		
1:35	100m (men)		
1:50	3000m S/C (men)		
2:00		Long Jump (men)	
2:20	100mH (women)		
2:30	110mH (men)		Pole Vault (women)
2:40	5000m (women)	Javelin (men)	Shot (women)
3:00	400m (women)	Triple Jump (men)	
3:05	400m (men)		High Jump (women)
3:20	One Mile (women)		
3:35	One Mile (men)		Javelin (women)
3:50		Shot (men)	
4:00	200m (women)		Triple Jump (women)
4:05	200m (men)		
4:10	5000m (men)		
4:30	4 x 100m (women)		
4:35	4 x 100m (men)		
4:40	3000m S/C (women)		
5:05	4 x 400m (women)		
5:10	4 x 400m (men)		

OTHER CLUB EVENTS

4. The University Relays.

The annual Men's and Women's Relays are usually held in late February or early March. Each University will be responsible on alternate years for the detailed arrangements. Achilles teams are usually welcome to compete as guests. OUAC teams will wear letter 'A' on their vests, and CUAC teams letter 'B'. The organising University will supply copies of the programme of events and their timings, and ensure that the results of the Relays are given to the News Media. Oxford and Cambridge for each event will draw for the two inside lanes. Other Guest teams will draw for the remaining lanes. The events and a recent timetable are included below

The University Senior Treasurers are responsible for bringing the match trophies to the venue for presentation after the final event. (The VBV Powell Trophy for the Men's Match. 8 Silver batons. The All Ireland Shield for the Women's Match. 5 Seoul Batons. The Roly Harper Women's Hurdles Relay Trophy)

Guest teams may not cause the start of any event to be delayed.

Health and Safety: In the shuttle relays officials may decree the following arrangement: lanes 1,2,3 all with hurdles facing one way; then a gap, then lanes 5,6,7 having them facing the other way. At Oxford, there could only be 2 teams for the 4 x 200m.

The reverse 200m hurdles should be placed 1m 19cm onwards (in the direction of racing) from the marks (unless as at Cambridge specific start/finish lines for the reverse hurdles are marked).

Universities are responsible for ensuring that their own teams have 'callers' to assist shuttle hurdles judge when to start.

5. The Field Events Match

SEE ALSO THE 2003 GUIDANCE NOTES BELOW

In recent years these matches have been held concurrently with the Varsity Relays, under the acronym FEAR or V-FEAR. The regulations for the Varsity Match as set out in paragraphs 2(k) and 2(1) shall be complied with. A recent timetable is included below. The University Senior Treasurers are to ensure that the Sandy Duncan and Robert Kennedy Match Trophies are brought to the match.

Time	Relays	Field events
12.30pm		Hammer (W), Pole Vault (M) Triple Jump (W)
1.15pm		Hammer (M), Shot (W)
1.30pm	4 x 200m hurdles (W)	Pole Vault (W)
1.45pm	4 x 200m hurdles (M)	Long Jump (M)
2.00pm	Medley, 200m x 400m x 600m x 800m (W)	Shot (M)
2.15pm	4 x 200m (M)	High Jump (M)
2.30pm	4 x 100m (W)	Javelin (W)
2.45pm	4 x 800m (M)	Long Jump (W)
3.00pm	4 x 100m (M)	
3.15pm	3 x 800m (W)	Triple Jump (M), Javelin (M)
3.30pm	4 x 110m hurdles (M)	Discus (W)
3.45pm	4 x 200m (W)	High Jump (W)
4.00pm	4 x 1500m (M)	
4.15pm		Discus (M)
4.30pm	4 x 400m (W)	
4.30pm	4 x 400m (M)	

The results of the matches (Men's Relays, Women's Relays, Men's Field Events, Women's Field Events) will be decided by event scoring. Four to compete in Men's Field Events Match with all four performances totalled. Four to compete in Women's Field Events Match with the best three performances totalled. In the throws and horizontal jumps each competitor shall have four attempts.

The host university is responsible for arranging officials. The minimum complement of graded officials needed for the successful running of FEAR is considered to be

Timekeepers	4
Track judges	4
Starters	2
Field judges	12

SEE ALSO THE 2003 GUIDANCE NOTES BELOW

6. The Freshers Matches.

The Freshmen's and Freshwomen's Matches are held at Oxford and Cambridge in alternate years in the Michaelmas Term. Each University will be responsible on alternate years for the detailed arrangements. Eligibility: students in their first term of membership of CUAC or OUAC (counted separately), or representing CUAC or OUAC for the first time

As from 2007, the mens' high hurdles is to be run over 3' 3" barriers in this match, and the womens steeplechase over 1500m (for 2007 only, in the 1500m sc in addition to the two scorers from each university who must meet the normal freshers' match eligibility criteria, each university may also have non-scoring guest competitors in the chase: such competitors **may** have competed for OUAC or CUAC in the past however **must not** have competed in the steeplechase.)

The University Senior Treasurers are to ensure that the Achilles Hong Kong Match Trophies brought to the match. An Achilles Fresher's Medal is awarded to the outstanding performer.

2007 Timetable:

TRACK	(Where not stated, women's competition precedes men's)
12pm	400m Hurdles
12.20pm	800m
12.45pm	100m
1.10pm	1500m Steeplechase (W)
1.30pm	2000m Steeplechase (M)
1.45pm	400m
2.15pm	1500m
2.30pm	100m hurdles (W)
2.40pm	110m hurdles (M)
2.55pm	200m
3.10pm	3000m (M)
3.25pm	4x100m
3.45pm	3000m (W)
4.00pm	4x400m
4.15pm	Presentation of Trophies

FIELD	
12pm	Hammer (W,M), Pole Vault (W,M)
1pm	Long Jump (W), Discus (W, M)
1.45pm	Long Jump (M)
2.15pm	High Jump (M), Javelin (W), Shot Put (M)
2.30pm	Triple Jump (W)
3.00pm	Shot Put (W), Javelin (M)
3.15pm	High Jump (W), Triple Jump (M)

7. Club Matches and Tours

a) Club Matches and School Tours are organised by the Achilles Team Managers. The Achilles Club may agree (but is not obliged) to pay travelling expenses for team members, each of whom should give details of legitimate expenses incurred to the Team Manager. The Team Manager will in turn obtain block reimbursement from the Hon. Treasurer. The normal expenses are limited to the cost of second class rail travel or normal bus fare or petrol costs incurred. The cost of meals or overnight accommodation are not normally paid.

b) Foreign and other Tours:

- i) The regulations for the U.S. Tour are set out in paragraph 3.
- ii) The Achilles Committee shall decide the arrangements for other tours.

In 2006 it was agreed to aim for a major tour mid way between US tours, i.e. in each year that Harvard and Yale visit the UK

8. Achilles Schools Relays

The Supervisor of the Achilles Schools Relays shall be responsible to the Committee for:

- a. ensuring that the traditions and standards of the meeting are maintained, and that it is run on a sound financial basis.
- b. ensuring that there is a Competition Organiser, and liaising appropriately in order to book the track.
- c. ensuring that the Committee appoint a Referee. d. monitoring the trophies presented by the Club.

The Achilles Schools Relays are normally organised annually on the Iffley Road track (Oxford). An Achilles Member shall be by right a member of the Executive Committee organising the Schools Relays, and an Achilles Member shall be nominated by the Committee to be Track Referee of the Relays.

A Schools Match may sometimes be held at Cambridge in early May (usually the weekend of the BUSF Championships) in which Alverstone compete.

9. Achilles Medals.

The Committee shall each year award a Achilles Medal to the Member who it feels has achieved the best performance during the year in

- a) a 'track' (including road running and walks) event and
- b) a 'field' (including multi events) event.

And an Achilles Freshers Medal is awarded for the best performance in the Freshers Match (qv)

10. Prizes

Any prize won by a team entered under the name of the Achilles Club, or by a team of Achilles Club members entered under another name (except in the case of their First Claim or University Clubs), is the property of the Club. All prize money shall be remitted immediately to the Treasurer.

11. Achilles Ball

A Ball is held in years when an organiser or host volunteers and when there is sufficient demand.

12. Fixture Card and Annual Report

The Hon. Secretary shall arrange for the publication of a fixture card in January of each year. The Presidents will ensure that University fixtures are forwarded for inclusion at the beginning of that

Term, likewise the team managers for Achilles fixtures. The Hon. Secretary publishes an Annual Report for circulation to Club members in February.

13. Website

Many of the Club's archives are stored at www.achilles.org. The site is regularly updated with results of competitions, etc.

**P.D.Talbot Willcox
Hon. Secretary.**

Summary of trophies:

Varsity Match

- C.N. Jackson Cup for the winning University of the Blues Match (men),
- the Drake Digby Cup (mens best performance)
- the Le Touquet Baton (most improved performance) the Paul Gomme Trophy (best performance in a throwing event)
- the Graham Goddard Trophy (for the winning team in the Centipedes/Alverstone Match),
- the Achilles Trophy (outstanding contribution to Varsity Athletics during the year)
- the Cup for the Winning University in the Women's Match ,
- the Derek Steel Trophy for the Millipedes v. Alligators Match, and
- the Susan Dennler Cup (womens best performance).

Relays Match

- The VBV Powell Trophy for the Men's Match.
- 8 Silver batons.
- The All Ireland Shield for the Women's Match.
- 5 Seoul Batons.
- The Roly Harper Women's Hurdles Relay Trophy

Field Events

- The Sandy Duncan and
- Robert Kennedy Match Trophies

Freshers

- Achilles Hong Kong Match Trophies (2 - men and women respectively)
-

The field events and the relays

Arrangements in 2003 – guidance for officials

FEAR is an annual event which takes place between the Athletics Clubs of Oxford and Cambridge.

In the field events, 4 competitors take part for each team in each of the four throwing and four jumping events. The hammer throw, discus, shot putt, javelin, and the long jump, triple jump, high jump and pole vault.

The best jump or throw of each competitor is added together for each team, the winning team being that scoring the furthest height/length. For the men, the best jump / throw of each competitor is added to the team score. For the women, it is only the best three that count. The result of the fourth placed team member is not included.

On the track, the men compete in seven relays: 4x100m, 4x200m, 4x400m, 4x800m, 4x1500m, 4x110hurdles (shuttle) and 4x200mhurdles (shuttle).

The women compete in six relays: 4x100m, 4x200m, 4x400m, 3x800m, 4xmedley (200, 600, 400, 800), and 4x200mhurdles (shuttle).

Trophies are awarded for each of the winning relay teams and for the overall winning teams on the track and on the field.

The relay change-overs

Officials responsible for watching the track relays must ensure that the teams change their baton within the designated exchange zone.

Once an athlete has entered his or her exchange zone, he or she is not permitted to exit and re-enter.

If both teams change their baton within the exchange zone, the official must hold a white flag aloft. If one of the teams does not change their baton within the exchange zone, the official must hold a red flag aloft. In the event a red flag is raised, the relevant official must report the incident and offending team, to (Head Track Official) at the Finish Line.

Lane crossing in the relays

Officials also need to ensure that athletes cross-over lanes at the correct location on the track.

- 4x100: No lane change
- 4x200: 400m flat start; 2nd leg runner crosses into lane 1 after 300m
- 4x400: 400m flat start; 1st leg runner crosses into lane 1 after 100m
- 3/4x800: start at the 400m starting point, on the curved line; cross into lane 1 immediately
- 4x1500: start at the 400m starting point, on the curved line; cross into lane 1 immediately
- 4xmedley: 400m flat start; 2nd leg runner crosses into lane 1 after 300m

- 4x110: No lane change; alternate lanes for runner 1 and 3, then 2 and 4.
- 4x200: No lane change; alternate lanes for runner 1 and 3, then 2 and 4.

The hurdle races

There are three hurdle races. They are run in a shuttle format. The hurdles must be set up on the appropriate track markings according to the following rules:

- 110mH men - 106.7 (5 holes showing); 3.6kg
- 200mH men and women - 76.2 (1 hole); 3.6kg

Lanes 2, 3, 4, 5 will be used in each race.

The first and third runners will run in lane 2 / 4 (depending on lane draws on the day). The second and fourth runners will run in lane 3 / 5.

The first and third runners run in clockwise direction around the track. The second and fourth runners run in an anti-clockwise direction.

Four officials are required to watch the change-overs for these events. There are two officials nominated to watch Oxford, and two to watch Cambridge. Because there is no baton used in the relay the role of the official is to tell the athletes when they are permitted to commence running.

What occurs can be explained by the following illustration. Once the first Oxford runner crosses the 200m line, the Oxford official, standing behind the second Oxford runner, will shout "Oxford". Then, and only then, will the 2nd Oxford athlete be permitted to begin. Should he or she commence before such time, the designated official must raise a red flag to indicate that the athlete has broken. That team will be disqualified. If the athlete does not break, a white flag must be raised.

The same process occurs for each athlete.

2006 notes: Wilberforce Rd should have the right start (and finish) marks for both the 4 x 110mh and the 4 x 200mh, marked in ALL lanes (10 on the straight and 8 round the bend), so should be able to cope whether these events can be run to and fro in adjacent lanes, or have to have the adjacent runners separated (in the latter case, there will have to be "callers" at the far side). Whoever is the Referee should decide about adjacency or non-adjacency. (The "wrong" direction 110mh starts about a foot "back" from the regular finish; the "wrong" direction 200mh starts about 4 feet "on" from the regular finish; and the respective finishes accordingly.)

The throws and jumps

Each athlete must register for his or her event at the time designated on the Program of Events.

Each athlete will be permitted approximately 3-4 warm-up throws / jumps. This will be left to the discretion of the officials, taking into account the number of competitors and time at which the competition was set to begin, and will actually commence.

In the throws and the long and triple jump, each competitor will be entitled to four attempts.

Designated tasks

Field Team #1:

Field Team #2:

Field Team #3:

	FT #1	FT #2	FT #3
1.15		PV (m) & (w)	
1.45	HJ (w)		JT (m)
2.15	TJ (w)		DT (m)
2.45	LJ (m)		DT (w)
3.15	LJ (w)	SP (m)	
3.45	HJ (m)	SP (w)	JT (w)

Field officials are to collect score sheets from the commentary box, at the start of the 400m.

The most senior accredited official shall be in charge of the relevant event.

Overall Field Official:

Overall Track Official:

Track places

Time keepers:

Starter:

Food and Drinks for Officials:

Commentating:

Statistician:

Exchange Zones & Hurdle Starts:

	TRACK JUDGE:	a	b	c	d	e
1.15	4x200H (w)	CUAC 3	OUAC 3	OUAC 2,4	CUAC 2,4	
1.30	4x200H (m)	CUAC 3	OUAC 3	OUAC 2,4	CUAC 2,4	
1.45	3x800 (w)	✓				
2.00	4x200 (m)	Change 1	Change 2	Change 3	300m cross	
2.15	4x100 (w)		Change 1		Change 2	Change 3
2.30	4x800 (m)		✓			
2.45	4x100 (w)	Change 1			Change 2	Change 3
3.00	2x6x4x8 (w)		Change 1	Change 3	Change 2	300m cross
3.15	4x110h	CUAC 3	OUAC 3	OUAC 2,4	CUAC 2,4	
3.30	4x200 (w)	Change 1	Change 2	Change 3		300m cross
3.45	4x1500 (m)				✓	
4.15	4x400 (w)	✓				100m cross
4.30	4x400 (m)	✓				100m cross

VARSITY RELAYS AND FIELD EVENTS MATCH

Iffley Road, Oxford: Sunday 9 March 2003

Program of events

Time	Track	Field
10.00am		Hammer throwers transported to Abingdon from Iffley Road
11.00am		Hammer (M)
11.45am		Hammer (W)
1.15pm	4 x 200h (W)	Pole Vault (W) & (M) Triple Jump (M)
1.30pm	4 x 200h (M)	
1.45pm	3 x 800m (W)	High Jump (W) Javelin (M)
2.00pm	4 x 200m (M)	
2.15pm	4 x 100m (W)	Triple Jump (W) Discus (M)
2.30pm	4 x 800m (M)	
2.45pm	4 x 100m (M)	Discus (W) Long Jump (M)
3.00pm	Medley (W) 200 x 600 x 400 x 800	
3.15pm	4 x 110h (M)	Shot Putt (M) Long Jump (W)
3.30pm	4 x 200 (W)	
3.45pm	4 x 1500m (M)	High Jump (M) Javelin (W) Shot Putt (W)
4.00pm		
4.15pm	4 x 400m (W)	
4.30pm	4 x 400m (M)	

PRESENT ORGANISATION OF THE ACHILLES CLUB

President

Gives wise council. Has many contacts. Chairs Dinner to US teams, AGM and sometimes Club Committee.

Vice-Presidents

Those who have recently been officers of the Club give valuable advice to their Successors.

Chairman

Chairs Committees. Co-ordinates work of other officers. Entertains US "top brass". Signs and posts invitations joining letters drafted by the Hon. Treasurer, along with joining cards and B/0s. Presides over Elite Athletes scheme. Co-ordinates liaison with the Achilles Trust.

Hon. Secretary

Agendas and Minutes. Maintains Club archives and statistics assisted by Chris Thorne. Assists Chairman in co-ordination of Club affairs. Liaises with Old Blues. Stores/sells Club buttons. Produces fixture card and Newsletter. Co-ordinates Varsity/US matches and dinners. Up-dates standing orders. Orders Varsity and US matches medals. Prepares recommendations for Achilles medals. Deals with Club printing. Currently hosts some committee meetings.

Hon. Treasurer

Maintains and updates Club Membership Records, "Gone Away" and Deceased. Follows-up "Gone Aways". Deals with B/0s. Supervises distribution of Newsletter. When Club funds not at 'low ebb' pays individual's match expenses, official expenses, medals for Varsity/US matches and touring team ties. Insurance of Club trophies. Maintains Club accounts. Co-ordinates appeals for funds. Oversees sales of club kit. Issues membership invitation letters, obtains results of Varsity, Freshmen's and Field event matches, relays and cross country. Sends lists of those to be invited to Chairman, Hon. Secretary and Treasurer, Presidents/Lady Captains and Achilles Representatives. Sends invitation letters, joining cards and with sae to himself for those invited to join the Club to Chairman for signing letter and posting. Receives from recipients joining cards and B/0s. Supplies names/addresses of members to committee members and team man Assists in limited way Achilles Schools Relays and O/CUAC. Works closely with Chairman and Hon. Treasurer at funding of Clubs activities in accordance with Trust's charitable status.

CONSTITUTION AND RULES OF THE ACHILLES CLUB

TITLE

1. The name of the Club shall be the "ACHILLES CLUB"

OBJECTS

2. The objects of the Club are:

- (a) to encourage athletics among members of OUAC. and CUAC. both during and after their time at the University and to provide them with suitable training grounds, accommodation and coaching.
- (b) to arrange matches with other Clubs and Associations and to enter teams in open competition. (c) to encourage relay racing, and to promote the Achilles Schools Relays Match.
- (d) to organise international track and field matches with Commonwealth and foreign universities and teams.
- (e) to arrange athletic matches with schools.
- (f) to arrange overseas tours.
- (g) to maintain contact between members and to circulate news of athletics at the Universities.

MEMBERSHIP QUALIFICATIONS

3. The following shall be eligible as candidates for membership of the Club:

- (i) All "Blues" and "Half-Blues" of OUAC., CUAC. and C.U.H & H, Relay and Field Event colours, Alverstone, Alligators and Millipedes representatives.
- (ii) Present Members of OUAC, CUAC. and C.U.H & H who shall be nominated by the Committees of the OUAC and CUAC. respectively, other than those mentioned in (i) above. (iii) Any person who has rendered distinguished services to The Achilles Club and to athletics. Such Members shall be Honorary Life Members of the Club, and shall not be liable to pay any subscriptions.

SUBSCRIPTIONS PAYABLE

4. (1) The annual subscription due on the 1st May each year, or on 1st May following election, shall be £15.00 payable by Bankers Order (or the equivalent) to be completed at the time of election.
- (2) The amount of the above Subscriptions may be varied by the decision of the Club Committee.

(3) New Members shall not wear the Club colours (Old Gold) or represent the Club until they have fulfilled the financial conditions of joining the Club.

ADMISSION OF MEMBERS

5. Admission of Members, other than Honorary Members, shall be by election of the Committee but the Committee shall have the power to delegate to the Committees of the O. U. A. C. and C. U. A. C. the right to elect. Honorary Members shall be elected at a General Meeting on the recommendations of the Committee.

SUBSCRIPTIONS IN ARREARS

6. The relevant laws of the AAA of E are deemed to be incorporated in the Constitution and Rules of the Club.

OFFICE BEARERS AND OFFICERS

7. (i) The Office Bearers shall be Patron, President, Vice- Presidents and Chairman of the Committee. (ii) The Officers shall consist of the Team Managers (Men and Women), Membership Secretary, Clerk to the Trust, Supervisor of the Achilles Schools Relays, Honorary Treasurer and Honorary Secretary of the Club.

CONSTITUTION OF COMMITTEE

8. The general management of the Club shall be delegated to a Committee consisting of the Chairman of Committee, the Officers and ex-officio members from the Universities. The Chairman shall hold office for three years, and shall be eligible for re-election. In each University, the Presidents, Honorary Treasurers, Honorary Secretaries, the immediate Past Presidents of OUAC. and CUAC., the two Captains (Men's or Women') and the Achilles undergraduate representatives, shall be ex-officio Members of the Committee. The Committee shall have power to fill any casual vacancy which may occur in the intervals between Annual General Meetings and to co-opt up to six additional Members. All Members of the Committee shall be Members of the Club.

FREQUENCY OF MEETINGS

9. The Committee shall meet not less than three times a year, or otherwise as summoned by the Chairman.

FINANCE

10. The Committee shall be empowered to borrow monies for the use of the Club up to the value of the assets of the Club.

APPOINTMENT OF THE OFFICERS

11. The Committee shall appoint an Honorary Treasurer, Honorary Secretary, Men's and Women's Team Managers, and Membership Secretary, who shall hold office at the will of the Committee

COMMITTEE QUORUM

At Committee meetings, five shall form a quorum of which at least one shall be an Officer of the Club.

THE ACHILLES TRUST

13. The Trust, which has charitable status, pursues for the benefit of the undergraduate members, and following objects:

(1) (a) The promotion and encouragement of athletics among undergraduates for the time being studying at Oxford University or Cambridge University (hereinafter called 'undergraduates') and the provision of suitable training grounds, accommodation and coaching for such purposes. (b) The promotion, arrangement or encouragement of athletic matches in which undergraduates whether with or without other persons shall take part whether such matches be with schools, United Kingdom or Commonwealth teams or foreigner any other persons; including the payment of or contribution towards the travelling or other necessary incidental expenses incurred by any person or persons being undergraduate members of the two universities taking part in any such match whether in the United Kingdom or abroad.

(2) Such other educational purposes which are charitable in Law as the Trustees shall from time to time determine. The control of the Trust is vested in the Trustees, who shall not be more than four in number. They may delegate their powers to a Committee of Management, and on the recommendation of the Committee of Management shall appoint a Clerk to the Trust. The Committee of Management consists of the Chairman of the Committee, the Hon. Secretary, the Hon. Treasurer, Clerk to the Trust and the Hon. Team Managers.

ANNUAL GENERAL MEETING, ELECTION OF OFFICE BEARERS, AND ELECTED MEMBERS OF THE COMMITTEE

14. There shall be an Annual General Meeting of the Members of the Club at least once a year to be held upon a date and at a time to be fixed and advised by the Committee giving at least 15 days notice, for the following purposes:(a) To receive from the Honorary Treasurer and the Clerk to the trust the audited Balance Sheets and Statements of Accounts for the preceding financial year, in respect of both the Club and the Trust. (b) To elect the following Office Bearers of the Club, after consideration of the recommendation of the Committee:

- (i) The Patron, who shall normally remain in office for life, or until he retires or resigns. The office of Patron may not necessarily be filled.
- (ii) The President.
- (iii) The Vice-Presidents, who shall remain in office for life.
- (iv) The Chairman of the Committee, a 3 year appointment.

(c) To appoint Auditors for the ensuing year, for the Honorary Treasurer's accounts.

DATE OF GIVING NOTICE OF CONSTITUTIONAL RESOLUTIONS

15. Any Member desirous of moving any resolution at the Annual General Meeting affecting the Constitution of the Club shall give notice thereof in writing to the Honorary Secretary, not less than 10 days before the date of such meeting. The Constitution shall only be altered at a General Meeting of the Club by a vote of at least two-thirds of those present and voting. Any matters raised under any other business shall be at the discretion of the Chairman

SPECIAL GENERAL MEETINGS

16. The Committee may, at any time, on giving not less than 15 days notice, call an Extra-ordinary General Meeting. They shall also do so forthwith upon the requisition in writing of any 15 Members stating the purpose for which the meeting is required.



Making your donation to the Achilles Trust

How to Pay

a. Single Payment:

I enclose a cheque made payable to The Achilles Trust for £

b. Payment over several years:

I have completed the Banker's Order form, right.

c. Bequest:

Please send me information on how I can make a bequest to the Achilles Trust.

I have completed the Gift Aid Declaration below.

I would like my donation to remain anonymous.

Name:.....

Phone:.....

Email:.....

College and University:.....

Years in residence:.....

THANK YOU VERY MUCH FOR YOUR SUPPORT.

Please return this form to:

Dr CJR Thorne
Clerk to the Achilles Trust
St Catharine's College
Cambridge CB2 1RL

Phone 01954-210566
Email cjrt@cam.ac.uk

who will be pleased to answer any queries relating to the Achilles Trust, Gift Aid tax relief, etc.

If you pay tax at a higher rate, you can claim further tax relief in your Self Assessment tax return.

Please notify the Achilles Trust if you change your name or address.

Banker's Order

To the Manager [your bank name and address]

.....
.....
.....
.....
.....Postcode.....

Your account number:

Please pay to The Achilles Trust at Barclays Bank, East Sheen Branch, Richmond and Twickenham Business Centre, PO Box 13, 8 George Street, Richmond, TW9 1JU. (sort code 20-72-17) account number 90102245 the sum of

£.....(in words.....
.....pounds), each
year/ quarter/ month [delete as applicable] with the first
payment to be made on
[date], and periodically thereafter.

Signature.....

Date.....

Full name.....

Address.....

.....

.....Postcode.....

Gift Aid Declaration

Achilles Trust (Charity Number XN57824)

From 6 April 2000, the Achilles Trust can reclaim the basic UK tax on all gifts. This means that every £10 donated is worth £12.82, and the difference is paid by the Inland Revenue, at no cost to the donor. Please sign the declaration below to make this possible:

Title.....Full name.....

Address.....

.....

.....

.....Postcode.....

I would like the Achilles Trust to treat as Gift Aid Donations all donations which I have made since 6 April 2000 and all donations which I make from the date of this declaration until I notify you otherwise.

Signature:.....

Date:.....