

# CONSTITUTION OF POLEGATE RAMBLING CLUB

## 1 TITLE

1.1 The Club shall be called the Polegate Rambling Club, hereafter to be referred to as "the Club"

## 2 OBJECTS

2.1 To foster and promote rambling, footpath conservation, education and enjoyment of the countryside. It should also promote outings, social gatherings and, where appropriate, fund raising events.

## 3 MEMBERSHIP

3.1 The club year shall run from 1 January to 31 December in each year.

3.2.1 Membership of the club shall be open to any person having paid the relevant current subscription as determined by the Annual General Meeting of the Club members.

3.2.2 Annual subscriptions shall be due on 1 January and shall be paid no later than 31 March.

3.3 There shall be 2 classes of membership available. These are:

3.3.1 Full Member;

3.3.2 Honorary Member: *such appointment to be made by the committee. (added at AGM on 24.02.2006).*

## 4 EXPULSION OF MEMBERS

4.1 Members of the Club whose conduct is inappropriate or who decline to abide by any of the Rules of the club may be expelled or suspended by a resolution passed at a meeting of the committee where their subscriptions may be forfeited. Members shall have the right to appeal in person to the committee with regard to any decision affecting themselves, provided that notice of such appeal be submitted to the Secretary, in writing, within seven days of notification of the decision.

## 5 OFFICERS

5.1 The Officers of the Club shall be as follows:

President - Non-Executive Officer - an Honorary position

Chairman }

Secretary } - Executive Officers - Honorary positions

Treasurer }

## 6 ELECTION OF OFFICERS

6.1 All Officers shall be elected at the Annual General Meeting of the Club from and by the Members of the Club.

6.2 All Officers are elected for a period of one year, but may be re-elected to the same office or another office the following year.

## 7 COMMITTEE

7.1 The affairs of the Club shall be controlled by the Committee comprising of the President and Executive Officers of the Club and at least four other Members elected from and by the Full Members of the Club. The General Committee shall meet at agreed intervals and not less than three times per year.

7.2 The duties of the Committee shall be:

7.2.1 To control the affairs of the Club on behalf of the Members.

7.2.2 To keep accurate accounts of the finances of the Club through the Treasurer. These should be available for reasonable inspection by Members and should be audited before every Annual General Meeting. The Club shall maintain a bank current account and the following Officers shall be authorised to sign Club cheques: the Chairman, Treasurer, Secretary and one other nominated committee member.

7.2.3 To co-opt additional members of the Committee as the Committee feels this to be necessary.

- 7.2.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairman shall be entitled to an additional casting vote.
- 7.2.5 A quorum for a committee meeting shall be three committee members including one from the chairman, secretary and treasurer.
- 7.2.6 The committee shall recommend the name of the President to the annual general meeting.

## **8 GENERAL MEETINGS**

- 8.1 The Annual General Meeting of the Club shall be held not later than the 1st April each year. At least 40 clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member at their home address. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 30 days before a meeting.
- 8.2 The business of the Annual General Meeting shall be to:
  - 8.2.1 Confirm the minutes of the previous Annual General Meeting and any General Meetings held since the last Annual General Meeting.
  - 8.2.2 Receive the audited accounts for the year from the Treasurer.
  - 8.2.3 Receive the annual report of the Committee from the Secretary.
  - 8.2.4 Elect an auditor.
  - 8.2.5 Elect the Officers of the Club (i.e. Chairman, Secretary, Treasurer and other General Committee Members).
  - 8.2.6 Review Club subscription rates
- 8.3 Special General Meetings may be convened by the General Committee, or on receipt by the Secretary of a request in writing, from not less than 25 Full Members of the Club. At least 21 days notice of the meeting shall be given.
- 8.4 Nomination of candidates for election of Officers shall be made in writing to the Secretary at least 14 days in advance of the Annual General Meeting date. Nominations can only be made by Full Members and must be seconded by another Full Member
- 8.5 Decisions made at a General Meeting shall be by a simple majority of votes from those Full Members attending the meeting. In the event of equal votes, the Chairman shall be entitled to an additional casting vote.
- 8.6 Each Full Member of the Club shall be entitled to one vote at General Meetings.

## **9 ALTERATIONS TO THE CONSTITUTION**

- 9.1 Any proposed alterations to the Club Constitution may only be considered at an Annual General Meeting, convened with the required written notice of the proposal. Any alteration or amendment must be proposed by a Full Member of the Club and seconded by another Full Member. Such alterations shall be passed if supported by not less than two-thirds of those Full Members present at the meeting.

## **10 DISSOLUTION**

- 10.1 If at any General Meeting of the Club, a resolution be passed calling for the dissolution of the Club, the Secretary shall immediately convene a Special General Meeting of the Club to be held not less than one month thereafter to discuss and vote on the proposal.
- 10.2 If at that Special General Meeting, the proposal is carried by at least two-thirds of the Full Members present at the meeting, the General Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of the Club and discharge all debts and liabilities of the Club.
- 10.3 After discharging all debts and liabilities of the Club, the remaining assets shall not be paid or distributed amongst the Full Members of the Club, but shall be given or transferred to some other voluntary organisation having objects similar to those of the Club.