

# THE ROTHSAY RAMBLERS' CONSTITUTION MAY 2015

## **1 NAME**

The Club shall be called The Rothsay Ramblers. (Hereinafter referred to as the Club) .

## **2 OBJECTS .**

The objects of the Club shall be to organise and provide facilities for rambles, walking holidays and social events.

## **3 MEMBERSHIP**

3.1 Membership is open to fully paid up members of the Rothsay Education Centre (Bedford) Ltd. (REC).

3.2 The membership year shall run from 1st September to 31st August.

3.3 The level of subscription shall be determined annually by the Committee and will be due on REC enrolment or when a new member joins the Club.

3.4 All members joining the Club shall be deemed to accept the terms of this Constitution.

## **4 MANAGEMENT**

4.1 The affairs of the Club shall be conducted by a Committee which shall consist of the Officers of the Club plus up to nine other members.

4.2 The Officers of the Club, who shall be honorary, shall consist of the Chairman, Treasurer and Secretary, who shall be elected annually at the Annual General Meeting. The other members of the Committee shall also be elected annually at the Annual General Meeting.

4.3 Each candidate for election shall be proposed and seconded in writing and their agreement to stand be obtained. In the event of no nominations being received for any office, nominations shall be invited at the Annual General Meeting.

4.4 All elected members of the Committee shall retire each year but shall be eligible for re-election. No individual shall continue on the Committee in one position for more than 3 consecutive years or remain on the Committee in any capacity for more than 5 consecutive years. Such individual may, however, be re-elected after the lapse of one year.

4.5 All Committee members shall be members of the Club.

4.6 If the post of any officer or other committee member should fall vacant after such an election, the Committee shall have the power to fill the vacancy up to the next AGM.

4.7 If the post of any officer or other committee member should fall temporarily vacant after such an election, the Committee shall have the power to fill the vacancy until the elected member is able to resume duties or up to the next AGM whichever is soonest.

4.8 In filling either of these vacancies the Committee, if necessary, shall have the power to co-opt an additional committee member.

## **5 GENERAL MEETINGS**

The Club shall hold an Annual General Meeting in the month of May to:

5.1.1 Approve the minutes of the previous year's AGM.

5.1.2 Receive reports from the Chairman and Honorary Secretary.

5.1.3 Receive a report from the Honorary Treasurer and approve the Annual Accounts.

5.1.4. Appoint Auditors for the Club's accounts.

5.1.5 Consider changes to the Constitution.

5.1.6 Elect the Committee.

5.1.7 Deal with other relevant business

### **5.2 Extraordinary General Meetings**

5.2.1 An Extraordinary General Meeting may be called by the Chairman or the Committee or on written request from at least 5 members stating

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items for discussion; such application to be made in writing to the Secretary.

The meeting is to be held within 28 days of receipt of the written request.

5.2.2 The only business that may be transacted at an Extraordinary General Meeting is that notified to the membership by the Secretary on the notice of the meeting.

### **5.3 Notices**

5.3.1 At least 14 days' notice shall be given to all members of any Annual or Extraordinary General Meeting.

5.3.2 Notice may be given by email to members who have provided the Secretary with their email address.

### **5.4 Voting**

5.4.1 With the exception of changes to the Constitution or Dissolution, decisions put to a vote shall be resolved by simple majority at General Meetings. The Chairman of the Club shall hold a casting vote.

5.4.2 In the event of more than one candidate being nominated for any vacancy, a ballot will be held, the votes being counted by 2 members of the Committee not involved in the vote.

### **5.5 Quorum**

The quorum at General Meetings shall be 10 members and the quorum for Committee Meetings shall be 4 members.

### **5.6 Changes to the Constitution**

5.6.1 All proposals for changes to the Constitution shall be signed by two members; such proposals to be made in writing to the Secretary. A General Meeting should be held within 28 days of receipt of the written request.

5.6.2 Notice shall be given to all members of any General Meeting as specified in 5.3

5.6.3 Any change to the Constitution shall require a two thirds majority of those members present.

## **6 FINANCE AND ACCOUNTS**

6.1 The financial year shall run from April 1st to March 31st each year.

6.2 The Honorary Treasurer shall be responsible for the preparation of annual accounts of the Club.

6.3 The accounts shall be audited by an independent person elected by the members annually at the Annual General meeting.

6.4 Signing arrangements:

6.4.1 Cheques may be signed either solely by the Treasurer or by both Chairman and Secretary.

6.4.2 The Treasurer shall have full Internet access including payments to third parties. The Chairman and Secretary shall have sight only access.

6.4.3 The Treasurer shall have a Debit card allowing payments to be made to third parties and cash withdrawals. One or both the Chairman and Secretary may have a card to be used in the absence of the Treasurer.

## **7 WITHDRAWAL OF MEMBERSHIP**

The Committee shall have the power to withdraw membership from any individual whom they believe is acting against the objectives of the club or behaving in a way likely to bring the club into disrepute. Such withdrawal of membership will not take effect until the member has had a chance to present their case to the Committee.

## **8 DISSOLUTION**

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The Club may be dissolved by a resolution passed by a two thirds majority of those present and voting at a General Meeting, of which at least 14 days' notice has been sent to all members. Such resolution may give instructions for the disposal of any assets held by or in the name of the Club.

In the event of the dissolution of the Club, any assets thereof shall not be distributed amongst the members of the Club in any way whatsoever.