



# Comberton Ramblers Club

## Club Constitution

### 1. Title

- 1.1 The Club shall be called Comberton Ramblers Club, hereafter to be referred to as “the Club” and shall be affiliated to The Ramblers Association

### 2. Objects

- 2.1 To foster and promote the activity of rambling for all ages, providing opportunities for recreation.

### 3. Membership

- 3.1 Membership of the Club shall be open to any person making a membership application and paying the annual subscription/joining fee as determined by the Annual General Meeting of the Club Members.
- 3.2 There are three classes of membership available. These are:
- 3.21 Full Member
  - 3.22 Family Member
  - 3.23 Honorary Member

### 4. Expulsion of Members

- 4.1 Members of the Club whose conduct is inappropriate or who decline to abide by any of the Rules or Bylaws may have their membership annulled by a resolution passed at a meeting of an *ad hoc* disciplinary committee.

### 5. Officers

- 5.1 The Officers of the Club shall be as follows:
- |             |   |                      |
|-------------|---|----------------------|
| Chairperson | } |                      |
| Secretary   | } | - Executive Officers |
| Treasurer   | } |                      |

### 6. Election of Officers and Committee Members

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

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

## **7. General Committee**

- 7.1 The affairs of the Club shall be controlled by a General Committee comprising of the Executive Officers of the Club and five members elected from, and by, the Full Members of the Club. The General Committee shall meet at agreed intervals and not less than twice a year.
- 7.2 The duties of the General Committee shall be:
- 7.2.1 To organise 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 presented to every Annual General Meeting, authorised by the Treasurer and countersigned by a Committee Member. The club shall maintain a bank current account and the following Officers shall be authorised to sign Club cheques; two from the Chairperson, Treasurer and Secretary.
- 7.2.3 To co-opt additional members of the Committee as the Committee feels is necessary.
- 7.2.4 To make decisions on the basis of a simple majority vote. In the case of equal votes, the Chairperson shall be entitled to an additional casting vote.

## **8. General Meetings**

- 8.1 The Annual General Meeting of the Club shall be held not later than the end of September each year. Twenty-one (21) clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least fourteen (14) days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than seven (7) days before the 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 authorised accounts for the year from the Treasurer.
  - 8.2.3 Receive the annual report of the Committee from the Secretary.
  - 8.2.4 Elect the Officers of the club (i.e. Chairperson, Secretary, Treasurer and other Committee Members)
  - 8.2.5 Review Club subscription rates and agree them for the following year.
  - 8.2.6 Transact such other business received in writing by the Secretary from Members fourteen (14) days prior to the meeting and included on the agenda.
- 8.3 Special General Meetings may be convened by the Committee or on receipt by the Secretary of a request in writing, from not less than eight (8) Full Members of the Club. At least twenty-one (21) day 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 fourteen (14) days in advance of the Annual General Meeting date. Nomination can only be made by Full Members and must be seconded by another Full Member.
  - 8.5 At all General Meetings, the chair will be taken by the Chairperson or, in their absence, by a deputy appointed by the Club or by Full Members attending the meeting.
  - 8.6 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 chairperson shall be entitled to an additional casting vote.
  - 8.7 A quorum for a General Meeting shall be two (2) Full Members and two (2) Officers of the Club including one (1) from the Chairperson, Secretary and Treasurer.
  - 8.8 Each Full Member of the Club shall be entitled to one (1) 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 or Special 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 supported by not less than two-thirds. Of those Full Members present at the meeting, assuming that a quorum has been involved.

## **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 no less than one month thereafter to discuss and vote on the resolution.
- 10.2 If at that Special General meeting, the resolution 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 objectives similar to those of the Club.

Last modified - 19<sup>th</sup> August 2011