

BEXHILL RAMBLERS CLUB CONSTITUTION

1 TITLE

1.1 The Club shall be called Bexhill Ramblers Club, hereafter to be referred to as "the Club".

2 OBJECTS

2.1 The promotion of walking on public footpaths, with particular attention to the preservation of local footpaths.

3 MEMBERSHIP

3.1 Membership is open to all those in sympathy with the objects of the Club, applications to be approved by the General Committee and subject to any membership limits. Members attend the rambles voluntarily and at their own risk, and are responsible for their own safety. No responsibility can be accepted by any other Club member or Officer. Members are requested to follow the instructions of the walks leader, and if for any reason a member drops out from a walk the leader must be informed in person for safety reasons. Members to notify the Membership Secretary of any change of their address and/or telephone number.

3.2 There shall be two classes of membership available. These are:

3.2.1 Full Paying Member.

3.2.2 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, covered by the Club Constitution or such other literature approved by the General Committee, may be expelled or suspended by a resolution passed at a meeting of the General Committee where their entrance fee and subscriptions may be forfeited. Written notice shall be sent to such member at his or her last recorded address. Members shall have the right to appeal in person to the General 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.

4.2 Any member whose annual subscription is not paid by 1 December shall cease to be a member.

5 OFFICERS

5.1 The eight Executive Officers of the Club shall be as follows:

- i. Chairman – shall chair all meetings, (or acting Chairman in the absence of a Chairman).
- ii. General Secretary – shall convene all meetings of the Club and General Committee, and keep records thereof.
- iii. Treasurer – shall be responsible for collecting the annual subscription and any occasional fees due, and responsible for making payments on behalf of the Club, subject to the authority of the Chairman and General Secretary. The Treasurer shall also be responsible for the monies belonging to the Club, and for the presentation at the Annual General Meeting of a Statement of Accounts for the last Financial Year to 31 July, duly audited.
- iv. Membership Secretary – shall keep a list of members and their addresses.

- v. (a) Saturday Walks Secretary – shall be responsible under the general instruction of the General Committee for the programme of walks carried out by the Club members, and for arranging a leader for each walk.
- (b) Tuesday Walks Secretary – shall be responsible under the general instruction of the General Committee for the programme of walks carried out by the Club members and for arranging a leader for each walk.

(5.1 and 5v amended at the AGM Meeting, 19th September 2009 to change the number of executive officers from seven to eight).

- vi. Rights of Way Secretary – shall keep a Record Book containing a record of the footpaths shown as Rights of Way on the Bexhill Definitive Map, and any notes relevant to the state of such paths, as may be obtained from time to time.
- vii. Social Secretary – shall arrange from time to time social activities.

The Officers shall also take such other action in the name of the Club as the General Committee shall authorise.

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 **GENERAL COMMITTEE**

- 7.1 The affairs of the Club shall be controlled by a General Committee comprising the Executive Officers of the Club and up to two 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 General 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: two from, the Chairman, Treasurer, Secretary or any other one officer empowered by the committee.
 - 7.2.3 To fill any vacancy during the current year, or co-opt additional members of the General Committee as the General Committee feels this is necessary. Co-opted members shall not be entitled to a vote on the General Committee.
 - 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. The General Committee shall have the power to fix its own quorum, but unless otherwise decided, it shall be four.
 - 7.2.5 Any member of the General Committee shall, at the request of the General Committee hand over to the General Committee any Club books or other property of the Club in the possession of that member.

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8. **GENERAL MEETINGS**

- 8.1 The Annual General Meeting of the Club shall be held once a year as soon after 31 July as practicable. The General Secretary shall give at least 28 clear days written notice to Members of the Annual General Meeting, or any Special Meeting, by circulating a copy of the notice and agenda to every member at their home address.
- 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 last Financial Year to 31 July, from the Treasurer.
 - 8.2.3 Receive the annual report of the General Committee from the Secretary.
 - 8.2.4 Elect an auditor.
 - 8.2.5 Elect the Officers of the Club and other General Committee Members.
 - 8.2.6 Review Club subscription rates and agree them for the forthcoming membership year commencing 1 October, and ending 30 September in the following year.
 - 8.2.7 Transact such other business received in writing by the Secretary from Members 14 days prior to the meeting and included on the agenda, and items required by the General Committee.
- 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 20 Full Members of the Club. At least 28 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, and with the consent of the nominee.
- 8.5 At all General Meetings, the chair will be taken by the Chairman 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 Chairman shall be entitled to an additional casting vote.
- 8.7 A quorum for a General Meeting shall be 10 Full Members and 2 Officers of the Club including 1 from the Chairman, Secretary and Treasurer.
- 8.8 Each Full Member of the Club shall be entitled to one vote at General Meeting.

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 passed if supported by

not less than two-thirds of those Full Members present at the meeting, assuming that a quorum has been achieved. Any points not covered by the Constitution shall be decided by the General Committee.

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 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 objects similar to those of the Club.

As Approved at the Annual General Meeting 24 August 2005.
Alan Townson - Secretary

constitution