

# CONSTITUTION AND RULES



**THIS BOOK REPLACES ALL PREVIOUS EDITIONS - 01/01/2019**

# **SIXTY AND WORCESTERSHIRE MOTOR CLUB CONSTITUTION & RULES**

## **1. Name and Aims of the Club**

- a) The name of the Club shall be the Sixty and Worcestershire Motor Club Limited (the Club).
- b) The aims of the Club are to promote the pastime of motoring. The Club will affiliate to Motorsport UK to organise trials and competitions under the rules set down from time to time by the Motorsport UK. To organise social events for the benefit of members and do anything which in the opinion of the management committee (the Committee) would support these aims.

## **2. Membership**

- a) There shall be three types of membership. Full membership, Joint members and Junior membership, each type paying a subscription (except Junior membership), renewable annually and due on the first day of January or thereafter on election to membership. Honorary members (President and Vice Presidents) who will pay no subscription.
- b) Honorary membership shall be by election at the Annual General Meeting (AGM) of members, provided always that a member being elected for the first time, shall be nominated by another member, 28 days before the AGM and approved by the Committee. Honorary members shall be entitled to the same benefits as full members.

## **3. Applications and Subscriptions for Membership**

- a) Every applicant for membership shall be proposed and seconded by full Members of the Club on the authorised application form completed in full and submitted via the designated Committee member. Election shall be at the discretion of the Committee.
- b) Entrance fees and subscription rates for each type of membership, shall be set annually by the members in General Meeting for the next following year.

c) A member who fails to pay the subscription within 28 days of the due date, shall receive a written notice from the Committee designated official, calling upon them to pay the full amount within 28 days. Failure to make the payment will automatically terminate membership.

d) It shall be the duty of the Committee, if at any time they consider the interests of the Club so demand, to withdraw membership of the Club from any person, at any time but no member shall be expelled without first being given the opportunity to appear before the Committee to answer the complaints against them, such appearance to be notified by the Club Secretary giving 7 day's notice of the meeting. Persons whose membership is withdrawn by a majority vote of the Committee, shall have 28 days to appeal against the decision. Notice of an appeal must be made to the Club Secretary in writing. The President shall then convene a meeting of ten members made up of Committee members, Honorary members and Full members, who will hear the appeal within 21 days of receipt of the notice of appeal. The appellant shall be invited to attend the meeting and state the reasons for the appeal against the Committee's decision. Results of the appeal will be notified to the appellant within 48 hours.

e) Any person ceasing to be a member of the Club shall thereupon cease to have any claim upon the Club property or enjoy any of the privileges of membership but shall remain liable for any payment of any debts due to the Club from him/her.

#### **4. Meetings of the Club**

a) At least 21 days notice shall be given to all members of a General Meeting, non receipt of such notice by any member shall not invalidate the proceedings. Notification shall be in writing via the club magazine, newsletter or by post. A quorum at any General Meeting shall be ten persons.

All Full members present shall be entitled to vote.

- b) The Chairperson or failing him the Vice Chairperson, shall preside at all General Meetings and Committee Meetings of the Club but if neither shall be present within fifteen minutes after the appointed time for the meeting, the Committee shall appoint one of their number to the position or if they decline and the meeting is a General Meeting the Members present shall elect a Chairperson for the meeting.
- c) The Club shall hold an AGM before the 30th September each year, provided always that not more than fifteen months shall elapse between each successive AGM.
- d) If a member wishes to discuss any matter at a General Meeting (including the AGM), the text of the matter to be discussed, signed by two members, must be received by the General Secretary at least 21 days before the date of the meeting.
- e) The following business shall be conducted at the AGM:
  - i. Receive from the Treasurer a full statement of accounts duly approved by the Clubs Independent Financial Advisor showing receipts and expenditure for the preceding year ending 31st December.
  - ii. Presentation of reports from the Committee members.
  - iii. Election of Patron, President, Vice Presidents, Officers and Committee Members and the appointment of an Independent Financial Advisor.
  - iv. Any other Business notified to the General Secretary in accordance with paragraph 4.d or properly proposed subject to the discretion of the Chairperson of the meeting, provided always that these rules shall take precedent.
- f) An Extraordinary General Meeting may be convened at any

time by the Committee or by a requisition to the Secretary signed by one tenth of the Full members of the Club. Within 14 days of receipt of such requisition, the Secretary shall issue a notice convening the meeting 21 days thereafter. Such notice shall state the purpose of the meeting and the agenda. If the Secretary shall fail to call the meeting within the stated time, the members who signed the requisition, may convene the meeting.

g) At General Meetings a resolution put to the vote, shall be decided by a show of hands unless a poll be demanded by (a) the Chairperson or (b) by three members present. Every member present shall be entitled to have one vote and in the event of equality of votes the Chairperson of the meeting shall be entitled to a second or casting vote.

## **5. Term of Election and Officers of the Committee**

a) The authority and responsibility for the transactions of the Club and its management shall be vested in the Committee who in addition to the powers and authority conferred by this Constitution and these rules may exercise all powers and do all things in furtherance of the aims of the Club, other than those expressly directed or required to be exercised by resolution of a General Meeting of the members.

b) The Committee shall consist of a Chairperson, Vice Chairperson, General Secretary, Treasurer, Competition Secretary and up to ten other members of the Club of whom eight will also be Directors of the Club for the duration of their Office. The positions of Membership Secretary and Magazine Editor and any other posts shall be appointed from the elected members of the Committee. Each member shall serve from the date of election or co-option, until the end of the next following AGM, retiring officers shall be eligible for re-election.

c) The Committee shall meet at least once every 3 months or at such shorter periods as the Chairperson shall deem necessary. A quorum for Committee meetings shall be six.

d) The Chairperson or failing him, Vice Chairperson shall preside at all meetings of the Committee accordance with clause 4.b herein.

e) A Committee Member shall vacate his position if he resigns by notice in writing to the Chairperson, without sufficient reason, absent themselves from three consecutive meetings, or for any other reason set down in Clause 14 of the Clubs Memorandum and Articles of Association. The Committee is then to take all necessary actions to co-opt a replacement until the next following AGM.

f) All Committee members present entitled to vote, are to exercise one vote with the exception the Chairperson, who may exercise an additional casting vote.

## **6. Finances**

a) All monies of the Club shall be banked by the Treasurer (or an Official designated by him/her) in the name of the Club and no payments shall be made there from, except as authorised by the Committee.

b) The Treasurer shall submit a statement of accounts as required by the Committee.

c) The Treasurer shall submit accounts as required by paragraph 4.e.i of the rules.

## **7. Organisation of Competitions and Social Events**

a) A majority of the members in General Meeting may appoint a competent individual or firm to administer or generally organise any competition or social event open to non-members but promoted and controlled by the Club, provided always that the principal Officials of the event shall be members the Club bound by these rules.

- i. The terms of the appointment shall include the submission of a financial statement to the Treasurer within three months after the event and the presentation of detailed accounts at the Clubs next following AGM, for the Clubs financial year in which the event is run.
  - ii. The Chairperson of the Committee, or another Committee member appointed by the Chairperson, must attend all meetings for the organisation of the event and have free and unfettered access to any matter at his/her absolute discretion.
  - iii. The Committee may terminate any such appointment without notice if it considers the integrity and reputation of the Club will be best served by so doing.
- b) No money or property of the Club or any gain arising from carrying on the Club, shall be applied otherwise than for the benefit of the Club, as a whole or for some charitable or benevolent purpose chosen by the Committee.
  - c) Any events organised solely for the benefit of Club members, shall be subject to arrangements laid down by the Committee from time to time, provided always that all Officials of the event shall be members of the Club.

## **8. General**

- a) The Club is a Company Limited by guarantee and subject to the Companies Act 1985 and a amendments thereto and to its Memorandum and Articles or Association, which shall where the context so demands, form a primary part of these rules. Any rule made null and void by Government Legislation, shall not effect the remaining rules.
- b) Every member binds themselves to abide by these rules and to accept the decision of the Committee as to interpretation of these rules.

c) At the first meeting of the Committee following the AGM, the Committee shall elect a suitable person to act as Company Secretary and an official to administer the Clubs registration under GDPR regulations. These persons need not be members of the Committee.

d) These rules are approved by the Motorsport UK and form the Constitution and rules of the Club from the 1<sup>st</sup> May 2019. No alteration or addition to these rules shall be made without the prior approval of the Motorsport UK and thereafter by resolution carried by at least three fourths of the members present at a General Meeting notice of which contained particulars of the proposed alteration or additions.