

# WOOLBRIDGE MOTOR CLUB LTD. CLUB RULES

## 1. TITLE.

The name of the Club shall be Woolbridge Motor Club Ltd, hereafter referred to as "The Club".

## 2. OBJECTS.

- a. To further interest in motoring and motor sport.
- b. To provide members with information, advice and assistance on matters connected with motoring and motor sport.
- c. To watch the local administration of the laws and regulations affecting motoring and motor vehicles, and to report any proposed local action or scheme to Motorsport UK.
- d. To promote motor competitions in accordance with the Rules of Motorsport UK.
- e. To arrange tours, lectures, discussions and social and other meetings.
- f. To afford members such benefits and privileges as it may be possible to arrange.

## 3. CONSTITUTION.

Ladies and Gentlemen of not less than 14 years of age shall be eligible for membership. The membership shall consist of (a) Life Members, (b) Honorary Members, (c) Ordinary Members, (d) Family Members. (e) Junior Members, those under 23 who are not family members.

## 4. MANAGEMENT.

The authority and responsibility for the transaction of the business of the Club for its management shall be vested in a Board and a Committee, who, in addition to the powers and authorities by these rules expressly conferred on them, may exercise all powers and do all acts in furtherance of the objects for which the Club is established or done by the Club in General Meeting.

## 5. ELECTION OF OFFICERS.

The President and Vice President of the Club and the Treasurer, Secretary and Committee shall be elected at the Annual General Meeting and, subject to termination of office by resignation at the next Annual General Meeting following their appointment. The Committee shall have the power to co-opt other members as they deem necessary. The retiring officers and other members of the Committee shall be eligible for re-election.

## 6. BOARD AND COMMITTEE.

The Board shall consist of six members, President, Vice-President, Treasurer and Secretary, who shall be ex-officio Members of the Committee plus the Chairman and Vice-Chairman of the Committee. Board Members provide the bank signatories and are responsible for approving the annual accounts, reviewing club rules, reviewing subscription levels and other membership matters under Rule 22 and approving items of one-off expenditure in excess of £1,000.

The Committee shall consist of not less than six and not more than ten members, exclusive of the President, Vice-President, Treasurer and Secretary, who shall be ex-officio Members of the Committee. The Committee shall elect from amongst its own members a Chairman and a Vice-Chairman. One half of the members of the Committee shall form a quorum.

Nominations of Candidates for election to the Committee must be received by the Secretary not less than seven days before the Annual General Meeting, with an intimation in writing signed by each Member nominated that he or she is willing to serve. Nominations of Candidates shall be signed by the member proposing them. The Committee shall have the power to appoint a Sub-Committee of not less than three persons to meet on its behalf in respect of any matter which is specially referred to such a Sub-Committee.

## 7. MEETING OF COMMITTEE.

The Secretary either of his own accord or by the direction of the Chairman shall, unless

otherwise agreed by all the Committee, give at least 7 days written notice of a meeting. Board Meetings are normally held annually and Committee Meetings are normally held on the first Thursday each month.

#### **8. ABSENCE FROM COMMITTEE.**

Any member of the Committee who shall, without sufficient reasons, absent himself from three consecutive Committee meetings may be called upon to resign his position upon the Committee.

#### **9. DUTIES OF SECRETARY.**

It shall be the duty of the Secretary to attend in person or by deputy, all meetings of the club and all meetings of the Board and Committee to take minutes of the proceedings. Such minutes shall be presented for confirmation at the following meeting and filed securely.

#### **10. BANKING.**

All moneys of the club shall be banked by the Treasurer in the name of the Club, and no disbursements shall be made therefrom except in accordance with the form or forms authorised by the Committee.

#### **11. ELECTION OF MEMBERS.**

Applications of candidates for membership of the club shall be submitted to the committee by the membership secretary, and the election of such candidates shall be at the discretion of the Committee. The name and address and description of the candidate shall be stated on each application submitted to the committee.

Membership of the club shall continue only for the period covered by the current subscription.

All applications must be made by an individual in his own correct name. Applications by persons under the age of 18 years must be countersigned by a parent or guardian.

#### **12. PROVISIONAL MEMBERS**

Any candidate for membership of the club whose subscription has been accepted by the Membership Secretary shall become a provisional member of the club. Provisional membership of any candidate shall only hold good until the meeting of the Committee next after payment of the subscription of such candidate.

#### **13. VOTING OF COMMITTEE MEMBERS.**

Each member present at a meeting of the Committee shall be entitled to exercise one vote. The Committee shall vote by ballot if any member present so demands. A vote of one third against any application for membership shall exclude from membership.

#### **14. SUBSCRIPTION.**

Subscription rates (2019) are £15 per annum for full members, £2.50 for participating family members at the same address, £5 for junior members who are not family members. See also paragraphs 20 and 21.

#### **15. PAYMENT OF SUBSCRIPTIONS.**

Subscriptions are due for payment on 1<sup>st</sup> October each year. Membership for new members joining on or after 1<sup>st</sup> July will extend to 30<sup>th</sup> September of the following year.

#### **16. NEW MEMBERS.**

No newly elected member shall be entitled to any of the privileges of membership until after the payment of his first subscription.

#### **17. NON-PAYMENT.**

Any member of the club who has not paid his renewal subscription within two clear months of the date on which it became due shall be notified of the fact, usually by means of a general reminder in the club magazine, and one month thereafter any member who has still failed to pay his subscription may, unless sufficient reason be shown to the satisfaction of

the Committee be taken off the Register of members forthwith. No member whose subscription is in arrears shall be eligible to take part in any competitions organised by the club and under the rules of Motorsport UK.

#### **18. RESIGNATION.**

Any member wishing to resign his membership shall give notice in writing of such desire to the Secretary on or before the date on which his subscription would have become due for renewal in any year, otherwise he shall be liable to pay his subscription for the ensuing year. Also any member ceasing, voluntarily or otherwise, to be a member of the club, shall thereafter cease to have any claim upon the property of the club or to enjoy any privileges of membership, but he or she shall remain liable for the payment of any debts due to the club from him to her.

#### **19. USE OF CLUB NAME AND ADDRESS.**

The name and address of the club shall not be given by a member as his address for trade, advertising or business purposes or in connection with any legal proceedings.

#### **20. LIFE MEMBERSHIP.**

Life Membership is granted by the President or Vice President for outstanding service or contribution to the club. It is not available to purchase.

#### **21. HONORARY MEMBERS.**

The Board may elect as Honorary Members all members of the Royal Families, and any persons distinguished for their political, scientific, literary, industrial and administrative capacities, or who have been distinguished in promoting the cause of motoring in general or of the club in particular.

#### **22. EXPULSION OF MEMBERS.**

It shall be the duty of the Board if at any time they shall be of the opinion that the interests of the club so require, by letter, to invite any member to withdraw from the club within a time specified in such letter, and in default of such withdrawal to submit the question of his expulsion to a meeting of the Board to be held within six weeks after the date of such letter. Members of the Board shall be given at least 7 days notice that a question of withdrawal or expulsion is to be discussed at a meeting of the Board. The member whose expulsion is under consideration shall be given at least 7 days notice of such a meeting and shall be allowed to offer an explanation of his conduct verbally or in writing and if two thirds of the members present shall then vote for his expulsion, he shall thereupon cease to be a member of the club.

#### **23. THE ANNUAL GENERAL MEETING.**

The Annual General Meeting of the club shall be held in the month of December in each year upon a date and at a time to be fixed by the Committee. The Annual General Meeting shall:

- a. Receive from the Board a full statement of accounts duly audited showing the receipts and expenditure for the year ending.
- b. Receive from the Committee a report of the activities of the club during the said year.
- c. Elect the President and Vice President, and the Secretary and Treasurer of the club, and if appropriate, the Solicitor and Auditor.
- d. Elect the Committee.
- e. Settle any remunerations for the officers of the club and the Solicitor and Auditor.
- f. Decide on any resolution which may be duly submitted to the meeting as hereinafter provided.

#### **24. SPECIAL GENERAL MEETINGS.**

A Special General Meeting may be convened by direction of the Board or Committee, or on a requisition of the Secretary stating the business for which the Special General Meeting is required and signed not less than 12 members. If the meeting so requisitioned is not

convened within 21 days, the said 12 members may convene such meeting. 15 members shall form a quorum.

#### **25. AGENDA.**

When members wish a matter to be discussed at a General Meeting, the text of such matters signed by at least two members shall be sent to the Secretary at least 14 days before the date of such meetings, so that it may be included in the Agenda.

A copy of the Agenda shall be sent to each member at least five days prior to the meeting, but the fact that any member has not received a copy of the Agenda shall not invalidate the proceedings. No business which is not included in the Agenda shall be discussed at the meeting unless every member present is in favour thereof. Should the proposer of any motion fail to move a resolution in respect of the relevant item on the Agenda, then any other member shall be entitled to do so.

#### **26. VOTING.**

Every person with a right to be present may exercise one vote. The Chairman shall not vote except in the exercise of a casting vote. At all General Meetings, except as provided in Rule 29, a majority of votes decides a resolution.

At any General Meeting any 12 members may demand a Poll, and thereupon the meeting shall be adjourned to a time and place to be named by the Chairman, and a postal vote shall be taken of all members of the club, the decision of the members, as shown by a postal vote, shall be reported to the adjourned meeting, and shall be deemed to be the decision of such meeting. The Rules relating to collective vote and proxies shall apply as in Clause 13 hereof.

#### **27. RIGHT TO BE PRESENT.**

No-one can take part in General Meetings unless he has been duly elected as a Member of the Club, and has paid his subscription according to the rules.

#### **28. OBSERVANCE AND INTERPRETATION OF RULES.**

Every member binds himself to abide by the rules of the club, and also by any modifications thereof made in conformity with such rules, and also to accept as final and binding the decision of the Committee in all cases of dispute or disagreement as to the interpretation of these rules.

#### **29. ALTERATION OF RULES.**

Any alterations may be made in these rules by a General Meeting provided (a) that details of the proposed alteration or alterations are included in the notice of the General Meeting and (b) that the resolution proposing such alteration is carried out by two thirds of those present and voting at such General Meeting or by two-thirds of those voting should a Poll be demanded as provided for in Rule 26.

#### **30. EVENTS.**

All motor competitions organised by the club shall be held under the rules and requirements of Motorsport UK.

Any member convicted of an offence arising out of his being in charge of a motor vehicle in any club event or on club business shall be thereupon liable to expulsion from the club under Rule 22.

#### **31. COPIES OF RULES.**

Every member shall be furnished with a copy of the club rules and regulations on election.

#### **32. DISSOLUTION.**

The club may be dissolved by a Special General Meeting convened by direction of the Board, or on the requisition of the majority of the members. If the resolution of dissolution be duly passed, the Board shall forthwith liquidate the affairs of the club, and if there be any surplus assets on realisation, these shall be disposed of at the discretion of the Board.