

Herefordshire MG Owners' Club

Constitution

1. Name

The Club will be called **Herefordshire MG Owners' Club** (hereafter called the Club) and will be affiliated to the MG Owners' Club (MGOC), Octagon House, Swavensley, Cambridge CB24 4QZ

2. Aims and Objectives

The aims of the club will be:

To afford members the opportunity to enjoy the ownership of MG motor cars of any age or model.

To provide opportunities for members to engage in club activities associated with ownership of MG motor cars

To arrange social meetings at regular intervals

To promote the club within the local community

3. Membership

Membership of the Club shall be open to any person owning an MG motor car of any age or model, or having an interest in the MG marque.

All members will be subject to the regulations of the constitution and, by joining the Club, will be deemed to accept these regulations and codes of practice that the Club has adopted.

Applications for membership shall be made by completing an application form. All applications will be considered by the Club committee at its next meeting, and if approved, members will be enrolled in one of the following categories.

Full member *being a paid up member of the Club*

Honorary member *being a member nominated by the Management Committee, for particular services to the Club*

The Club will ensure that all present and future members receive fair and equal treatment

The committee may elect as Honorary Members any person who has been distinguished in promoting the cause of motoring in general or of the Club in particular, subject to ratification at the next General Meeting.

3(a) Non-member attendance at Club events

Ex members will be required to rejoin the Club prior to participating in any Club meeting/event.

Potential new members can attend no more than 2 meetings/events before applying to join the Club.

Members of other Car Clubs visiting the area would need to seek approval from a committee member prior to participating in a Club meeting/event.

The above conditions can be varied on application to the Club committee.

4. Membership Fees

Membership fees will be set annually by the Management Committee, and approved at the Annual General Meeting.

Fees will be paid annually and will be due for payment following the AGM.

Any member not paying the annual fee by 60 days following the AGM will be deemed to have resigned from the Club.

5. Officers of the Club

The Executive Officers of the Club will be:

Chairperson/Area Secretary:

who must be a member of the MG Owner's Club, and who will be responsible for submitting the monthly area report to the MGOC

Treasurer:

who will be responsible for the operation of the Club bank account and also deputise for the chairperson as required

Secretary:

who will be responsible for committee minutes, booking speakers, etc.

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

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.

6. Committee

The affairs of the Club shall be controlled by a General Committee comprising the Executive Officers of the Club and up to 3 other Members elected from, and by, the Full Members of the Club. (Membership Secretary, Runs and Shows co-ordinator, Charity organiser). The General Committee shall meet at agreed intervals and not less than four times per year.

The duties of the General Committee shall be:

To control the affairs of the Club on behalf of the Members.

To co-opt additional members of the Committee as the Committee feels is necessary. Co-opted members shall not be entitled to a vote on the Committee, unless they have been co-opted to replace a member who has died or has resigned. They shall hold office until the next A.G.M.

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.

No Executive Officer or Committee Member may enter into any contract without a resolution approving such contract being approved at a full committee meeting.

Note: No Full or Associate member of the club, not being a member of the committee, shall enter into any contract under any circumstances.

7. Finance

All Club monies will be banked in an account held in the name of the Club

The Club Treasurer will be responsible for the finances of the Club.

The financial year of the Club will end on 31st December annually.

A statement of annual accounts, audited by the Chairman and one other Full Member not being a member of the committee, will be presented by the Treasurer at the Annual General Meeting.

Any two of the Executive Officers shall be required to authorise Club cheques.

8. Annual General Meetings

The Annual General Meeting of the Club shall be held not later than the end of March each year. 28 clear days written notice shall be given to Members of the Annual General Meeting by circulating a copy of the notice to every member at their home address. Members must advise the Secretary in writing of any business to be moved at the Annual General Meeting at least 21 days before a meeting. The Secretary shall circulate or give notice of the agenda for the meeting to Members not less than 7 days before the meeting.

The business of the Annual General Meeting shall be to:

Confirm the minutes of the previous Annual General Meeting.

Receive the audited accounts

Receive the annual report of the Chairperson.

Elect the Officers of the Club (i.e. Chairperson; Secretary; Treasurer) and other General Committee Members. Nomination of candidates for election of Executive Officers and committee member posts shall be made in writing to the Secretary at least 21 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. In the absence of nominations prior to the meeting nominations may be taken from the floor. All nominations shall have the consent of the nominee.

Fix Club subscription rates. *A Member who has not paid his subscription by such default date as the Committee prescribes will be deemed to have resigned.*

Transact such other business received in writing by the Secretary from Members 21 days prior to the meeting and included on the agenda.

Such other business except business for which a Special General Meeting is required (e.g. expulsion, dissolution or changes to the constitution) as by common consent of the meeting the Chairperson in his/her discretion admits.

Special General Meetings may be convened by the General Committee or on receipt by the Secretary of a request in writing from more than half of the Full Members of the Club. At least 21 days' notice of the meeting shall be given. The business to be considered at the meeting to be specified in the notice convening the business.

9. Discipline and appeals

All concerns, allegations or reports of poor practice/abuse relating to the behaviour of any member of the Club will be recorded and responded to swiftly and appropriately in accordance with the Club's policy and procedures.

All complaints regarding the behaviour of members should be presented and submitted in writing to the secretary.

The Management Committee will meet to hear complaints within ten (10) days of a complaint being lodged. The committee has the power to take appropriate disciplinary action including termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint, and the member against whom the complaint was made, within twenty (20) days of the hearing.

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within ten (10) days of the Secretary receiving the appeal.

10. Dissolution

A resolution to dissolve the Club can only be passed at an AGM or SGM through a majority vote of full members.

In the event of dissolution, any assets of the Club that remain will be disbursed as agreed at the dissolution meeting. Any assets in the Club Charity Account will be donated to a local charity as agreed at the dissolution meeting.

11. Amendments to the constitution

The constitution will only be changed through agreement by a majority vote of Full Members at an AGM or SGM.

Signed:..... Date:.....

Name:.....

Position: Club Chair

Signed:..... Date:.....

Name:.....

Position: Club Secretary