

Constitution of the Exeter Classic Motorcycle Club

1. Name

- (a) The name of the club is “The Exeter Classic Motorcycle Club”.

2. Aims and objectives

- (a) To foster, encourage and maintain an interest in the vintage, veteran and classic motorcycle.
- (b) To provide technical assistance to its members.
- (c) To provide for members to meet one another and discuss motorcycling matters in a friendly atmosphere.
- (d) To establish and maintain good relations between motorcyclists and the general public by quiet and courteous riding.

3. Activities to achieve aims and objectives

- (a) Raise funds and receive contributions, subscriptions and fees.
- (b) Own and hire equipment necessary to achieve the aims.
- (c) Pay any fees required to achieve the aims.
- (d) Affiliate to, or disaffiliate from, any local or national group that the club decides is appropriate in furthering its interests.
- (e) Organise motorcycle runs and attend shows and events for classic vehicles.
- (f) Arrange for presentations to club members on subjects of interest.
- (g) Do all such other lawful activities as are necessary to achieve the aims of the club.

4. Membership

- (a) Full Membership is open to anyone with an interest in classic motorcycles or motorcycling in general.
- (b) All applications for membership are subject to approval by the Management Committee.
- (c) Prospective members are allowed to attend two club meetings or events as Temporary Members before applying for membership.
- (d) Membership subscriptions are to be paid annually in August . The latest date for payment is the end of September each year. If the membership subscription is unpaid after this date then membership lapses.
- (e) The Full Membership annual subscription fee, and any joining/re-joining fee, will be reviewed at the AGM.
- (f) Subscriptions paid by persons joining the club in the last three months of the membership year, i.e. May, June and July, are free and membership will last until August the following year.
- (g) There is a category of Associate Membership for spouses or partners. This is charged at half the current Full Membership Subscription without any joining/re-joining fee.
- (h) Voting rights at meetings are only available to Full Members. Only Full Members may serve on the Management Committee or in other posts.
- (i) Members may also be awarded Honorary Membership. This is nominated by the Management Committee and voted (by show of hands and a simple majority) at any Club Meeting. This category has no fee but has all the other rights of Full Membership.
- (j) The Management Committee may terminate the membership of any member.

5. General Meetings

Annual General Meeting (AGM)

- (a) An Annual General Meeting is to be held at the club meeting in October each year.
- (b) Nomination papers and the Agenda are to be available at the September meeting and distributed to all members by email and post as required.
- (c) The Agenda must include the following:
 - i. Confirm who is taking the minutes.
 - ii. Agree minutes of the previous AGM.
 - iii. Annual report.
 - iv. Presentation and agreement of Annual Accounts.
 - v. Election of Management Committee and other posts.
 - vi. Rule Changes.
 - vii. Review Of Membership Fees.
 - viii. Any Other Business.
- (d) A candidate for the office of Chairperson or Treasurer shall normally have been a club member for at least one year prior to standing for election. This requirement may be waived if these positions cannot be filled at an AGM.
- (e) Club members proposed for positions on the committee shall declare their membership of any other motorcycle-related clubs.

Special General Meeting (SGM)

- (a) A Special General Meeting may be called by the Management Committee as they see fit and must be called in the event of a request by at least 6 club members.
- (b) Any request must be acted upon with 14 days and give 14 days notice of the meeting to all club members together with details of the business to be discussed.

Conduct of General Meetings (AGM and SGM)

- (a) The meeting will be chaired by the current Chair or Vice Chair, except for a break with a substitute Chair if either of the posts chairing the meeting are being elected.
- (b) The quorum for General Meetings is one fifth of the membership.
- (c) Decisions will be by simple majority from a show of hands of those eligible to vote. One committee member and one ordinary club member to count the votes.
- (d) There will be no voting by proxy. One vote per full club member.
- (e) In the event of a tie, the Chair has an additional, i.e. casting, vote.
- (f) Minutes must be taken recording decisions and the results of any elections.

6. Management Committee ('The Committee')

- (a) A committee consisting of Chair, Vice-Chair, Secretary, Treasurer and Membership Secretary plus up to eight other members will be elected at the AGM to manage the club.
- (b) The committee will serve until the next AGM when all posts are up for election.
- (c) The committee may fill any casual vacancy on the committee by appointing a club member who will serve until the next AGM. Any such decision is to be ratified at the next monthly club meeting (by simple majority with the Chair having a casting vote.)
- (d) The committee shall be able to co-opt members to the committee up to the limit defined in 6 (a).
- (e) The committee will meet a minimum of 9 times per year.
- (f) The quorum for a committee meeting is 2 of the Chair, Vice-Chair, Secretary or Treasurer plus one other committee member, i.e. a minimum of 3 individuals.

- (g) Decisions will be by simple majority and the Chair will have a casting vote.
- (h) The Membership Secretary will provide regular reports to the committee on membership numbers and new members joining the club.
- (i) Suggestions from members will be discussed and actions assigned.
- (j) Records are to be kept of decisions made and actions taken by the committee. These are to be communicated to the club membership on a frequent basis.
- (k) Records of meetings must be available for inspection by any club member, upon request from the club Secretary.
- (l) The committee may establish such sub-committees as it feels necessary. Delegations for decision-making, finances and reporting back are to be agreed at the time.

7. Funds and Finance

- (a) Funds will be spent solely on the aims of the club.
- (b) A bank account will be opened in the name of the club.
- (c) Four committee members are authorised signatories. These are the Treasurer and three other committee members. All cheques must be signed by two of the four signatories. No two members of the same family must be signatories.
- (d) Limits and amounts of expenditure may be delegated to a committee member, club member or sub-committee. Within delegations any individual purchase above £200 must be given prior approval by the Committee.
- (e) The club's financial year shall run from 1st July to 30th June.
- (f) The Treasurer is to submit to the committee a six monthly statement of the club account in December and a full year's account in July for checking by the committee prior to the AGM.

8. Club Meetings

- (a) Club meetings are to be held on the first Monday of the month at 8pm excluding Bank Holidays when the meeting will be held on the first Tuesday of the month. A raffle is usually held to raise funds for the club.
- (b) The meeting's main purpose is social, but it also allows for committee decisions to be communicated, ratified if required, and recorded. Suggestions are invited from members for events, runs and club activities.

9. Equality and Respect

- (a) The club is committed to treating all people equally and with respect irrespective of their age, disability, gender reassignment, marriage or civil partnership, race, religion or belief, sex, or sexual orientation (Equality Act 2010).
- (b) Any Member failing to abide by this may have their membership terminated.
- (c) All grievances should be brought to the committee and will be investigated and action taken as required.

10. Data

- (a) The club uses personal data to help provide a good service to members. This includes tailoring the information shared to ensure members find it relevant, useful and timely.
- (b) The club respects members' privacy and works to ensure regulatory requirements are met.
- (c) The club does not sell personal data to third parties.
- (d) The club protects personal data and, regularly reviews the club's privacy notice so that members can see how we use your data. The club works to keep aligned with the 'General Data Protection Regulation' (or GDPR) and related laws.

11. Amendments to the Constitution

- (a) Amendments to the constitution may only be made by a resolution passed by the majority of the members at an AGM or SGM, for which due notice has been given together with the wording of the proposed amendment.

12. Dissolution

- (a) A resolution to dissolve the club must be passed at either an AGM or SGM by simple majority. The Chair has the casting vote in the event of a tie.
- (b) After the satisfaction of all debts and liabilities, any assets of the club will be disposed of. All funds raised, along with funds held by the club, will be dispersed as proposed and agreed by a vote at the AGM or SGM dissolving the club.

.....

Adoption of the Constitution

This constitution was adopted on

Signed Chair

Signed Secretary

Signed Treasurer

Signed Vice Chair

Signed Committee Member

Signed Committee Member

[This constitution replaces the Club Rules and Data Policy dated August 2019]