

# **DOWNES AND WEALD RAMBLING GROUP CONSTITUTION (adopted 19.11.17)**

## **NAME**

The name of the Group shall be Downes and Weald Rambling Group ("The Group").

## **OBJECTS**

The Objects of The Group shall be the promotion and encouragement of walking and rambling in the countryside and associated outdoor and social activities.

## **MANAGEMENT**

The management of The Group shall be vested in a Committee ("The Committee") consisting of a Chair, Treasurer, Secretary and Membership Secretary and other officers as deemed necessary, all of whom shall be members. All members of The Committee shall be elected by simple majority of the members present at an Annual General Meeting or a Special General Meeting, and their services shall be honorary. The Committee shall have the power to co-opt additional members, such members to resign at the next Annual General Meeting. Two thirds of The Committee are required to form a quorum. All decisions of The Committee shall be by simple majority.

## **MEMBERSHIP**

A candidate for membership of The Group must apply using the application form provided for the purpose for each year that they wish to be a member. Members may be nominated for election as honorary members at an Annual General Meeting. Those persons to hold such memberships as determined at the time of election. All members are entitled to vote at an Annual General Meeting and at any other Special General Meeting called by The Committee.

## **SUBSCRIPTIONS**

Subscriptions shall be levied on an annual basis. The rate for subscription shall be fixed by The Group at the Annual General Meeting, and will take effect from the following 1<sup>st</sup> January. The first subscription shall be payable on joining and subsequent subscriptions shall be due on 1st January each year. Membership is dependent both on payment of the subscription and the successful submission of the annual membership application form.

## **EXPULSION**

In accordance with the agreed and published Grievance and Disciplinary Procedure which will include the right to appeal, The Committee shall have the power to expel any member from the Group or bar any person from joining whose conduct shall, in the opinion of The Committee, render him or her unfit for membership.

## **FINANCE**

All monies raised by The Group shall be applied to further the Objects of The Group and for no other purpose. The Treasurer shall keep proper accounts of the finances of The Group, and shall pay all monies not immediately required for the Objects of The Group into an account in the name of The Group in such bank as shall be determined by The Committee from time to time. Two signatures from three authorised signatories shall be required to authorise The Group's financial transactions. The authorised signatories shall be the Treasurer, the Chair and one other member, all of whom have to be approved at the Annual General Meeting. These names shall be recorded in the minutes of the Annual General Meeting.

## **FINANCIAL YEAR AND ANNUAL GENERAL MEETING**

The Group's financial year shall run from 1st September to 31st August in each year, and within four months from the end of each such year an Annual General Meeting shall be held to receive The Committee's report, and financial statements which have been independently

reviewed by another member of The Group who is not a member of The Committee; elect The Committee to serve for the following calendar year (1st January to 31st December), and deal with any other matters specified on the agenda. The Committee shall give at least 21 days' notice of the Annual General Meeting. Such notice shall state time, venue and the business to be transacted. Notice shall be given by written or electronic communication sent to each member of the Group at their address according to The Group's membership records. All decisions taken at an Annual General Meeting shall be by simple majority. Minutes of the Annual General Meeting shall be kept by The Group, in which shall be kept a record of all proceedings and resolutions.

### **SPECIAL GENERAL MEETING**

The Committee may at any time, and shall within 21 days of receiving a request to do so by not less than one tenth of the members of The Group and giving reasons for the request, call a Special General Meeting, of which at least 21 days' notice shall be given. The notice of the meeting shall contain details of the matters to be discussed and the terms of any motions which it is intended to move.

### **DISSOLUTION**

If at an Annual General Meeting, a resolution be passed calling for the dissolution of The Group, the Chair shall immediately convene a Special General Meeting of The Group to be held not less than one month thereafter to discuss and vote on that resolution. If at the said Special General Meeting, the resolution is carried by at least two-thirds of the Members present at that meeting, The Committee shall thereupon, or at such date as shall have been specified in the resolution, proceed to realise the assets of The Group and apply the same to the discharge of the debts and liabilities (if any) of The Group. After discharging the same, any remaining assets shall not be paid or distributed amongst the Members of The Group, but shall be given or transferred to some other voluntary organisation or organisations having objects similar to those of The Group, such organisation to have been agreed by a simple majority of those members present at the said Special General Meeting.

### **ALTERATIONS TO THE CONSTITUTION**

Any proposal to alter this Constitution shall be submitted to The Committee who will notify members in advance of the Annual General Meeting. A resolution to alter this Constitution shall not be effective until it has been passed at an Annual General Meeting by simple majority of those present and entitled to vote. This Constitution was adopted by the Downs and Weald Rambling Group at its Annual General Meeting ("AGM") held on 29<sup>th</sup> October 2000. Amended at the AGM on 16<sup>th</sup> November 2003 and further amended at the AGM on 6<sup>th</sup> November 2005 and the AGM on 19<sup>th</sup> November 2017.

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Name:-

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Office held

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Signed:-

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Name:-

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Office held

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