



# THE WAENDEL WALKERS CLUB



## Constitution and Rules

### CONSTITUTION

#### Name

The name of the club shall be The Waendel Walkers Club.

#### Aims and Objectives

- a) To encourage walking as a form of regular exercise.
- b) To disseminate information about walking events to members.
- c) To pool resources to enable members and friends to participate in walking events.
- d) To help organise and marshal club events.
- e) To meet socially on a regular basis to discuss events, learn about other activities and to enjoy each other's company.

### RULES

#### 1. Membership

Anybody over the age of 18 years is eligible for membership at the discretion of the Committee. The grades of membership are "FULL" and "HONORARY LIFE".

A full member shall be 18 years of age or over and shall have paid the annual subscription at the full rate.

All members under the age of 18 years are deemed to be "JUNIOR MEMBERS" and pay no fee.

An "HONORARY LIFE" member shall be elected at an annual general meeting and such members will no longer be required to pay a membership fee.

The only persons eligible to vote are "FULL" and "HONORARY LIFE" members.

#### 2. Club Management

The affairs of the Club shall be directed and managed by the Committee, consisting of no fewer than six members, who shall be elected at each AGM – including club officers. Committee members will serve for a

period of two years unless they formally resign from the committee by submitting a letter to the Chairman. After the two-year period Committee members will stand down at the AGM where they may offer themselves for re-election by the members.

All new and existing Committee members offering themselves for (re) election must be proposed and seconded by members at the AGM.

The committee shall meet regularly, usually every six weeks but at least bi-monthly. Dates of such meetings will be communicated to the membership via the club website, club Facebook page, the Waendeller and other media as appropriate. Any member is entitled to raise any matter for the attention of the committee by notification in writing or electronically to the Honorary Secretary no less than seven days before a Committee meeting.

### **3. Officers**

The officers of the Club shall be Chairman, Honorary Secretary and Honorary Treasurer. In the absence of any of the above officers a deputy will be assigned for the duration of such absence. Known non-availability of any such officer will be communicated to all committee members as soon as such non-availability is known.

Other roles may be assigned either temporarily or permanently as deemed appropriate by the committee.

### **4. Quorum**

A quorum for a committee meeting shall consist of at least half the existing committee members.

### **5. Resignations**

In the event of a committee member resigning, the rest of the committee may appoint another member of the Club to fill the vacancy until the next AGM. The committee may co-opt additional members to serve until the next AGM.

### **6. Suspension**

The committee by a 75% majority shall have the power to suspend from the Club any member whose conduct is prejudicial to the interests of the Club.

Any member suspended from the Club, or removed from office, cannot seek re-election for a period of two years from the date of suspension.

### **7. Votes**

All other matters shall be decided by a simple majority with the Chairman or his assigned deputy holding a second and casting vote.

## **8. Records**

The Honorary Secretary and Honorary Treasurer shall keep such register of members, minutes of proceedings of the committee, books of accounts and other records of the Club as the committee may direct.

## **9. Subscriptions**

The annual subscription shall be fixed at the AGM held in May for the membership year commencing 1st January.

## **10. Members Subscriptions**

The appropriate annual subscription payable by members shall be due on 1st January. If payment has not been received by 1st April membership shall be deemed lapsed.

New members who join on or after 1st October are excused payment of a renewal subscription the following year. Anyone who has not renewed their membership by the due date will not be allowed to organise any club event.

## **11. Extraordinary Meetings**

The committee may, at any time, convene an EGM. At the written request of a minimum of 25% of members an EGM must be convened by the committee. The signatures of the applicants must be presented to the Honorary Secretary.

## **12. Votes at AGM**

At an AGM all decisions shall be made by a simple majority vote with the Chairman or his assigned deputy holding a casting vote.

## **13. General Meeting Quorum**

The quorum for a general meeting shall be 10 members present in addition to the committee.

## **14. Notice of Meetings**

All AGM's and EGM's are subject to 21 days notice.

## **15. Notice-Motions**

Notice of motions must be in the hands of the Honorary Secretary 14 days before a meeting.

## **16. Audit of Accounts**

The committee shall every year cause to be prepared and audited a statement of receipts and expenditure made up to 5<sup>th</sup> April, which shall be submitted to members at the following AGM.

A balance sheet must be produced and in the hands of the Honorary Treasurer within 2 months after any walk, trip or function organised by members on behalf of the Club or using members as marshals or helpers.

## **17. Responsibility**

Whilst the Club encourages all measures conducive to safe walking, neither the Club nor its members can accept any legal responsibility towards members, guests or other persons.

## **18. Expenses**

Any member working on behalf of the Club shall be entitled to claim any reasonable expenses at the discretion of the committee.

## **19. Club Rules**

The committee shall manage the affairs of the Club in accordance with the rules of the Club and make, alter or reject such rules for the good conduct of the Club. They shall be binding on all members and shall be deemed part of the rules until the next AGM when they shall be confirmed or rescinded.

## **20. Charitable Donations**

The committee in consultation with the membership has an established list of four charities to which an annual donation will be made by rotation. Should any of these charities cease to exist or cease to be appropriate in any other way a replacement will be proposed by the committee and offered up at the next AGM or EGM.

Waendel Walkers Club will make one or more such charitable donations each year. The amount of such donations will be proposed to the membership by the committee and approved by the attending membership at the AGM or EGM.

In addition, individual events organised in the name of or on behalf of the club (see "Events" below) can also be run as fundraising events for specific charities but this must be approved by the committee prior to any public communication or notification to any such charity. Such charities need not be restricted to the rotating preferred charities above but should preferably one that has local significance and for whom such donation would make a significant benefit.

Charities will wherever practical be recognised by the club and acknowledged in its publicity materials where appropriate, and the benefitting charity would also recognise our donation in any appropriate way.

## **21. Awards**

The committee at its discretion can bestow awards on any member of the club. The number and nature of such awards will be determined by the committee and will usually be announced and bestowed at an AGM. Where any such award takes the form of a trophy or similar item the award will be held for one year and will be returned to the Honorary Secretary no later than 14 days before the subsequent AGM. Responsibility for safe keeping and return of such items will rest with the recipient.

## **22. Events**

The organiser of any event arranged in the name of or on behalf of The Waendel Walkers Club must be a member of The Waendel Walkers Club and the event must be approved by the committee of The Waendel Walkers Club.

## **23. Change of aims and objectives**

The aims and objectives of the Club cannot be altered other than via a majority vote at an AGM or EGM. Any proposals for change must be submitted to the Secretary of the Club 28 days in advance of the AGM or EGM and be available for inspection by any member of the Waendel Walkers Club.

## **24. Dissolution of the Waendel Walkers Club**

Upon the dissolution of the Club, or upon the abandonment of its original purpose, any surplus assets after all financial obligations have been met will be given to a charity, decided upon by a simple majority vote of members present at an EGM with the Chairman holding a second and casting vote.

**NOTE Club membership is conditional on acceptance of these rules.**

Reviewed and Accepted by the Committee on 24<sup>th</sup> January 2019.