



Chelmsford Rambling Club

Founded 1934

(Affiliated to The Ramblers Association)

Constitution / Club Rules

1. Name

The name of the Club shall be the CHELMSFORD RAMBLING CLUB, hereinafter referred to as the Club.

2. Affiliation

The Club shall be affiliated to The Ramblers Association.

3. Objectives

The objectives of the Club shall be to arrange for members a regular programme of walks to encourage the enjoyment, appreciation and conservation of the countryside and its network of footpaths, to organize social activities and to promote a spirit of fellowship.

4. Membership

Membership of the Club shall be:-

1) Ordinary Members

a) Membership shall be open to anyone who is prepared to uphold and support the objectives of the Club referred to in paragraph 3 above.

2) Honorary Members

a) In recognition of outstanding service in furtherance of the objectives of the Club, the Committee may grant Honorary Life Membership to a member.

5. Conduct

Membership shall follow the Country Code and any guidelines for conduct which may be issued by the Committee. The Committee shall have the power to refuse, suspend or cancel membership.

Dogs shall not be taken on rambles, with the exception of assistance dogs.

6. Subscriptions

A subscription shall be payable when a member joins the Club and thereafter on the first day of the Club's financial year, except that a member who joins in the last three months of a financial year shall be excused payment for the following year. Membership shall cease if the appropriate subscription is not paid within two months of the due date.

Subscription rates shall be decided by the Committee.

7. Management

Management of the business on behalf of the Club shall be carried out by a Committee comprising officers listed below and not more than four other members.

Chairman
General Secretary
Treasurer
Programme Secretary
Social Secretary
Hostess
Footpaths Officer

Each officer and Committee member must be elected at an Annual General Meeting and stand for re-election each year if prepared to continue in office.

Nominations for election or re-election shall be submitted in writing to the General Secretary at least three days before the Annual General Meeting.

Two members shall act as proposers and seconders and must obtain prior agreement of the nominee.

The Committee shall have the power to co-opt members for specific objectives and fill, on a temporary basis, vacancies which occur between Annual General Meetings.

A total of five officers and members, of which at least three must be officers, shall form a quorum at Committee meetings.

Officers and Committee members shall act in an honorary capacity but shall be entitled to reimbursement of reasonable out of pocket expenses.

8. Finance

- 1) The Club's financial year shall be from 1st October to 30th September.
- 2) An account in the name of the Club shall be opened in a Bank, including Girobank, as decided by the Committee. Club cheques shall require two signatures from a panel of four signatories comprising the Chairman, Treasurer, General Secretary and one other named officer.
- 3) The Treasurer shall be responsible for financial records and transactions. The committee shall have overall control of financial affairs in pursuance of the objectives of the Club.
- 4) Copies of audited Annual Accounts shall be distributed to members at the Annual General Meeting.

9. Auditor

An Auditor, who shall not be a member of the Committee, shall be elected at each Annual General Meeting.

10. Data Protection/Loss of Data

Member's data is collected in a variety of ways and held in databases controlled by the Club's Committee.

This data will not be sold or distributed and will only be used by the Club in connection with Club Business. Copies of databases are stored on committee members PC's and also in a secure area within the Club's e-mail account.

The Club and its Committee Members will take all reasonable precautions to safeguard such information but it cannot be held responsible for any loss arising out of the storage of such data.

Use of Social Media Sites (such as Facebook) by Club Members is in accordance with the individuals' terms with such sites and the Committee cannot be held responsible for any issues or loss associated with such sites.

11. Meetings

- 1) An Annual General Meeting shall be held not later than three months after the end of the Club's financial year for the purpose of:-
 - a) Receiving Annual Reports and Accounts for approval.
 - b) Electing Officers, Committee Members and Auditor.
 - c) Considering any matters referred by the Committee for resolution.
 - d) Considering any other business submitted by members in writing to the General Secretary not later than seven days before the meeting.

Formal notification of the date and agenda for the Annual General Meeting shall be sent to members at least fourteen days before the meeting.

Voting shall be by a show of hands unless a secret ballot is decided upon by the Chairman.

A Quorum shall be twenty members, provided that at least five are officers or Committee Members.

- 2) An Extraordinary General Meeting may be called at any time by the Committee, giving Members at least twenty one days notice.

An Extraordinary General Meeting may also be called by members of the Club, provided that its requisition is signed by not less than ten per cent of Club Members and that such a requisition is received by the General Secretary in time to enable members to be given at least twenty one days notice of the date of the meeting

12. Constitution / Club Rules

Any proposal for alteration to the Constitution / Club rules shall be notified in writing to all members and considered only at a duly convened Annual General Meeting or Extraordinary General Meeting.

Any proposed changes shall be adopted only if approved by at least two thirds of members present.

13. Dissolution

A recommendation to dissolve the Club must be proposed and seconded for discussion at an Annual General Meeting or Extraordinary General Meeting.

It shall be adopted only if approved by at least two thirds of members present.

In the event of dissolution, any surplus funds shall be distributed or used as directed by members at a General Meeting, provided that such disposal is commensurate with the aim and objectives of the Club.

Revised December 2017

