

## CONSTITUTION:

The aims of the Pavilion Gardens Model Boat Club, Buxton are to promote all branches of model watercraft activity.

### Annual General Meeting:

An Annual General Meeting will take place every year, preferably in April.

The following events will take place at the AGM

- \*To receive retiring officers' reports
- \*To elect all officers and committee members for the year commencing
- \*To receive propositions for rule changes in section one of the rule book
- \*To consider any other business of an AGM nature

The incoming committee:

will at its first meeting

Discuss the fees and if necessary the third party insurance, and will then put its recommendations to the Club Members at the next full Club Meeting for discussion and resolution . All voting at the AGM will be decided on a simple majority. In the event of a tie, the

Chair Person will have the deciding vote. At least 25% of the members must be present at the AGM. If insufficient members are present another meeting must be called as soon as possible.

### Extraordinary General Meeting:

This type of meeting can be called at any time either by the committee ,or by 10% of the Club Members. For the latter, the secretary must receive the request in writing signed by the Members. Notice of an Extraordinary General Meeting must be received by members at least seven days before. The rules for this meeting are the same as for the Annual General Meeting.

### Committee Meeting:

Committee meetings will be held monthly and minutes produced and stored.

### Monthly Meeting:

The is no requirement to produce minutes for monthly meetings however, should an issue arise it will be dealt with at this meeting unless it necessitates further involvement, in which case it will be dealt with at a later date by the Committee. They will report back to the Membership at the next available Monthly Meeting

### Club Officers:

shall consist of the following:-

- \*Chair Person
- \*Secretary

\*Treasurer

Plus a maximum of 6 Officers

Sub Committee members whose duties are to be specified.

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## RULES OF PAVILION GARDENS MODEL BOAT CLUB, BUXTON

### 1. TITLE

The organisation shall be known as "Pavilion Gardens Model Boat Club, Buxton"

### 2. OBJECTIVES OF THE CLUB

- a) To promote and maintain the sport of model boating within Buxton and the surrounding area.
- b) To hold regattas which reflect the interests of the Club's members and fellow model boat enthusiasts.

### 3. MEMBERSHIP

- a) Membership of the Club will be open to any person with an interest in model boating.
- b) Membership of the Club may be withdrawn for any of the following reasons:-
  - i. Non payment of Subscriptions within two calendar months of them becoming due
  - ii. Any action which would bring discredit upon the Club or the sport of model boating

### 4. GRADES OF MEMBERSHIP

- a) There will be two grades of Membership within the Club viz Senior and Junior.
- b) The rate of subscriptions will be reviewed and agreed at the A.G.M. each year.
- c) Subscriptions will become due at the AGM each year.
- d) Family membership rates of subscription will be available at the discretion of the Treasurer.
- e) Honorary Membership (no subscription required) can be awarded by formal discussion of the membership.

### 5. FUNDS

- a) The Club will remain a single account with a bank approved by vote of the membership at an A.G.M. The Treasurer will maintain a cash fund. All cash transactions will be fully recorded.
- b) The signature of two officers as registered with the Club's bank will be required to authorise cheques.
- c) The authorised officers will be chosen as convenient from the Chairman, Secretary and Treasurer. They are empowered to draw cheques on the Club's bank account for any purpose agreed by the Club's Committee.
- d) Members will be reimbursed for expenses previously approved by the Club's Committee.

### 6. OFFICER'S OF THE CLUB

- a) President
  - i. If the Membership desires, a President may be proposed and elected at an AGM. The position to be held as an honorary office for a term of two years.
  - ii. The change of office to take place at the following AGM.
- b) The Officer's of the Club and the terms of duty are as follows:-

o Chairman	Term of Duty	One year
o Secretary	Term of Duty	Two years
o Treasurer	Term of Duty	Two years
- c) Officers will be elected at the appropriate A.G.M.

### 7. THE COMMITTEE

- a. The Committee is empowered to carry out the organisation of the Club.
- b. The Committee is to consist of the elected officers and up to three other members of the Club to represent the general interests of other members.
- c. The additional members of the Committee will be elected at each A.G.M.
- d. The Officers and Committee are empowered to co-opt any extra members considered necessary to the pursuance of any particular function.
- e. Dismissal of Officers or members of the Committee can only be effected at an Extraordinary General Meeting (see Rule 8).

Grounds for dismissal as Rule 3b(i) or 3b(ii), also general incompetence detrimental to the Club.
- f. Any officer or member of the Committee charged with any of the foregoing grounds for dismissal will be given the opportunity to answer the relevant charges at the Extraordinary General Meeting e.g. by demonstrating mitigating circumstances.

## 8. THE ANNUAL GENERAL MEETING

The A.G.M. will be held every April for the purpose of:-

- a. A statement of the Club's activities over the previous twelve months.
- b. A statement of Club's accounts.
- c. A review of the annual subscriptions.
- d. Amendments and additions to the Club's rules.
- e. Election of Officers and Committee.
- f. Election – if there is a formal proposal – of a President if the post is vacant.

Paid up membership is essential for voting rights

Extraordinary General Meeting – any eight paid up members of the Club may as a group, request the Chairman to call

an E.G.M. and put a case for so doing. Such meeting to be convened within one calendar month of the request and all

paid up members to be notified.

## 9. FINANCIAL CONTROL

- a. The Treasurer will prepare fully itemised annual accounts to be submitted for approval at the A.G.M.
- b. All monies received from any source must be noted and itemised by the person responsible, and handed to the Treasurer as soon as possible. No expenses to be paid out of such receipts other than by the Treasurer, or by his previous agreement.
- c. The overall financial position will be the responsibility of the three elected officers.
- d. Any member of the Committee has permission to spend up to £5.00 without prior authority. Sums in excess of this amount must be authorised by two elected officers.

These Rules are Draft and have not yet been approved by the Committee of Pavilion Gardens Model Boat Club, Buxton.