

**ALTRINCHAM & DISTRICT RAMBLING CLUB
CONSTITUTION & RULES**

1. NAME

The name of the Club shall be "The Altrincham & District Rambling Club."

2. OBJECTS

The objects of the Club shall be to encourage the appreciation, conservation and enjoyment of the countryside.

3. MEMBERSHIP

Membership of the Club shall be open to:-

(a) Any person of 18 years of age or over who has completed the three Club walks, as specified on the Application Form, returned the form to the Membership Secretary, has had the application approved by the Club Committee and paid their joining fee/subscription.

(b) Honorary Membership

The Club shall consider for Honorary Membership any person who has made an outstanding contribution to the aims and activities of the Club. Nominations for Honorary Membership are to be sent to the General Secretary at least 2 months before the date of the AGM.

The Chairman at the Annual General Meeting shall make the Committee's recommendation.

A two-thirds majority of those present shall be required to confirm the recommendation.

The Committee on behalf of the Club shall make the offer, formally, in writing.

Honorary Membership shall be limited to 5% of the total membership.

The Honorary Member and their spouse or widow/er, if they are already a member, shall be relieved of paying any subscription or related postage costs.

The Honorary Member shall continue to have full voting rights.

(c) Temporary Members

(i) Persons in the process of completing the qualifying walks for membership and participation in other walks prior to election shall be Temporary Members of the Club.

(ii) Guests of members participating in club activities shall be Temporary Members of the Club.

(iii) A guest of a member should not participate in club events in any one financial year on more than three occasions.

(iv) Any guest under the age of 18 years at any event must be accompanied by the responsible club member.

(v) The names of guests of members shall be notified by the leader of the walk to the Sunday or Wednesday Ramble Organiser who will pass this information to the Membership Secretary for registration.

(vi) No membership subscription shall be charged for Temporary Members.

4. SUBSCRIPTIONS

(a) Annual Subscriptions

The Annual Subscription shall be determined at the Annual General Meeting and shall become due immediately following the meeting. From 2 months after the AGM each year, the Circular and correspondence regarding Club activities shall be sent only to those whose current subscriptions, due after the AGM, have been paid. If their subscriptions still remain unpaid at the following 31st January, their names shall be removed from the Membership List.

(b) Joining Fee

The Joining Fee shall be determined at the Annual General Meeting and shall become due for all new members elected after the meeting.

5. PRESIDENT AND VICE-PRESIDENT(S)

The Club shall elect a President and Vice-President(s) who shall serve for three years from their date of election and are eligible for re-election at the end of that period, the election to take place at the Annual General Meeting.

6. MANAGEMENT

A committee of up to 14 officials, as follows, shall manage the Club, elected annually at the Annual General Meeting, the two Ordinary Members to serve for a period of two years, one being elected on alternative years, all others for a period of one year:-

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Chairman - General Secretary - Treasurer - Membership Secretary – Programme Secretary

Ramble Organiser (Sundays) – Ramble Organiser (Wednesdays) – Coach Trip Organiser

Weekend Organiser – Social Organiser – Goodwill Secretary – Webmaster – 2 x Ordinary Members

One of the Members of the Committee shall be appointed as the Health & Safety (H&S) Officer. The quorum for Committee meetings shall be 6. The Chairman shall have a casting vote. The Committee shall have power to co-opt members onto the committee. The President and Vice-President(s) shall be ex-officio members of the committee. The General Secretary and Treasurer shall be ex-officio members of any sub-committee. Officials and Committee members shall act in an honorary capacity, but are entitled to be reimbursed for all reasonable out-of-pocket expenses.

7. FINANCE

- (a) The Club's financial year shall be from 1st October to 30th September.
- (b) The Club shall be non-profit distributing. Any disposable funds shall be used for the benefit of members in accordance with the objects of the Club or for donations and subscriptions to charities and kindred organisations.
- (c) The Committee shall direct and control the financial affairs of the Club except for the disposal of funds in the event of dissolution.
- (d) A copy of the audited accounts shall be distributed to members at the Annual General Meeting and, by resolution, be accepted or not by the members present.
- (e) Two Auditors, who must not be members of the Club Committee, shall be elected at each Annual General Meeting.

8. ANNUAL GENERAL MEETING

An Annual General Meeting of members shall be held not later than two months after the end of the Club's financial year for the presentation of the Annual Reports and Accounts. The quorum shall be 10% of the membership.

Formal notification of the date of the Annual General Meeting shall be sent to members at least 28 days before the date of the Meeting.

Nominations for Officers and Committee, signed by the Proposer and Seconder and Nominee (in consent) shall be forwarded to the General Secretary at least seven days before the Annual General Meeting.

Retiring Officers and Committee Members may offer themselves as candidates for re-election for positions they formerly held, without further nomination.

9. EXTRAORDINARY GENERAL MEETING

The Committee, who must give at least 21 days' notice of such meeting, circulating its Agenda with the notice, may call an Extraordinary General Meeting of members at any time.

Ordinary members of the Club may also call an Extraordinary General Meeting provided that its requisition is in the hands of the General Secretary in sufficient time that four weeks' notice can be given to members of the date of the Meeting and such requisition is signed by no less than ten percent of the paid-up membership.

10. DISSOLUTION

In the event of dissolution any surplus funds shall be distributed or used as directed by members at an Extraordinary General Meeting provided such disposal is within the aims and objects of the Club.

11. CONSTITUTION & RULES

Any addition or alteration to the Constitution & Rules shall be made only at an Annual General Meeting or Extraordinary General Meeting. Any such changes to the Constitution & Rules shall be adopted if approved by a majority of the members present at the meeting.

Notice of any proposed alteration or addition to the Constitution & Rules must be given to the General Secretary not less than 6 weeks prior to the Annual General Meeting and circulated to members as a 'Notice of Motion' prior to the meeting.

12. FORCE MAJEURE

If during a period of Force Majeure, or other exceptional circumstances, over which the committee have no control, when an AGM or EGM cannot be held, the committee shall assume such authority as is required to manage the club on behalf of and for the benefit of the membership.