



SURREY RADIO CONTACT CLUB

(Affiliated to the Radio Society of Great Britain)

G3SRC



Rules and Constitution of the Surrey Radio Contact Club

- 1 The Club shall be called the Surrey Radio Contact Club.
- 2 The Club shall be affiliated to the Radio Society of Great Britain (RSGB).
- 3 All persons with a genuine interest in amateur radio shall be eligible for membership.
- 4 The Club shall be managed by an Executive Committee of eight, inclusive of the Secretary, which shall be elected at the Annual General Meeting, the Secretary to be separately nominated and elected. In the event of a Committee member resigning, a replacement member may be elected in accordance with the procedure laid down in Rule 12 at an Extraordinary General Meeting. The closing date for nominations shall be as determined by the Committee.
- 5 A person desirous of joining the Club shall submit their name in writing to the Secretary or Membership Secretary for consideration by the Committee together with the name of a Club member who will act as the sponsor. The Committee reserves the right to withhold membership from an applicant.
- 6 An applicant having received a favourable reply from the Committee shall forward the annual subscription and will be deemed a Club member as from the date of the receipt, and receive a copy of the Club Rules.
- 7 A person shall cease to be a Club member when their subscription is more than three months overdue unless a reasonable explanation can be furnished to the Committee. A notice shall be sent to all members as their subscription becomes due and a final warning shall be sent on the expiry of the three-month's period. Any Club member whose subscription is more than three months overdue will not be entitled to vote at a General Meeting.
- 8 The Committee reserves the right to withdraw any person, who in the opinion of the Committee fails to observe the spirit of Rule 3 or because of their actions is considered likely to bring the reputation of the Club and/or RSGB and/or Amateur Radio in general into disrepute. Such a person will be entitled to state their case before the Committee, whose decision shall be binding. The circumstances of the withdrawal of membership shall be promulgated.
- 9 The Annual General Meeting of the Club shall take place in April each year.
- 10 At the Annual General Meeting, the Club members shall elect from amongst the elected Committee, a Chairperson, Vice-chairperson and Treasurer. The Committee shall elect any other Officers it may deem necessary from time to time.
- 11 The election of the Committee, Chairperson, Vice-chairperson and Secretary shall be by secret ballot, a simple majority being sufficient for election. At least two scrutineers shall be appointed, these to be volunteers from the Club members who are not nominees or nominators. If the nominees agree, the secret ballot may be replaced by a simple majority of hands. In such case, the nominees will not be present during the vote.
- 12 Only Club members who have been a Club member for a minimum of one year shall be eligible for nomination for the Committee and names put forward shall be sponsored by another Club member, who shall obtain the nominee's agreement in writing. The closing date for such nominations shall be in advance of the Annual General Meeting as determined by the Committee. Only Club members who have been elected a Committee member in a previous year and served that year shall be eligible for election as an Officer.
- 13 Except in exceptional circumstances, a Chairperson's term of office may not exceed three years' continuous service, after which period at least one year must pass before he may offer himself for re-election as Chairperson, exceptional circumstances normally only being the absence of any other person willing to stand as Chairperson.
- 14a The Club's financial year shall run from February 1st to January 31st.
- 14b The Club Accounts shall be scrutinized annually prior to the A.G.M. by one or more Independent Examiner(s).

- 14c The Independent Examiner(s) (who should not be a Committee member but may be an ordinary member of the Club) shall be appointed for the following year by the Club members at the A.G.M.
- 15a The subscription amount shall be determined at a General Meeting and is due on the 1st May each year.
- 15b The subscription amount for the second and subsequent members of a family at the same address shall be determined at a General Meeting and is due on the 1st May each year.
- 16 The Treasurer shall have control of normal expenditure in connection with Club activities, subject to restrictions determined by the Committee.
- 17 The Club shall meet as determined by the Committee.
- 18 Committee meetings shall be called monthly by the Chairperson on dates and times agreed by Committee.
- 19 At a Committee meeting four members, excluding the Chairperson, shall constitute a quorum.
- 20 When the voting is equal at a Committee meeting, the Chairperson shall be entitled to exercise a casting vote.
- 21 The Committee shall have the power to co-opt not more than two members. Such co-opted members shall not possess voting powers.
- 22 The Committee shall have the right to elect Honorary members of the Club, subject to the approval of the Club members.
- 23 An Extraordinary General Meeting may be called at any time by the Committee and may also be called on the demand in writing of not less than one-tenth of the Club members on application to the Committee.
- 24 At meetings defined by Rules 9 and 23, all Club members present shall be entitled to vote and the Chairperson may exercise a casting vote in the event of equal voting.
- 25 At meetings defined by Rules 9 and 23, one-sixth of the Club membership shall constitute a quorum. If one sixth of the Club membership is not present, a further Meeting shall be held within one calendar month and that Meeting shall constitute a quorum.
- 26 At least seven days' notice in writing shall be given by the Secretary to the Club members of any General Meeting defined by Rules 9 and 23.
- 27 The Rules of the Club shall be amended by a vote for the motion of at least two-thirds of the Club members present at a Meeting of the Club members called under Rules 9 and 23. Notice in writing to the Secretary shall be given of any proposed amendment to the Rules at least 21 days before the date of the General Meeting.
- 28 All references to "meetings" in these rules shall include actual physical meetings and "virtual meetings" held electronically. Where voting takes place at a "hybrid" meeting (i.e. some members are physically present and some have joined virtually), all member's votes shall have equal value.
- 29 The Club, mindful of its responsibility for Safeguarding Children and Vulnerable Adults, formally adopts and implements the RSGB Safeguarding Children and Vulnerable Adults Policy.
- 30 Nothing in these Rules is intended to be gender-specific, for example "Chairperson" may be a person of any gender.
- 31a A decision to wind up the Club can only be taken at a meeting of the Club members called under Rule 23. The meeting; will decide what shall be done with the assets after the period mentioned in Rule 31b has passed.
- 31b The funds of the Club shall, after the payment of all debts, be held for a period of two years, by a number of trustees elected at that General Meeting. Those trustees have the power to hold or sell any assets, depending upon circumstances, the proceeds of which would be added to the Club funds.
- 31c After the period of two years, if the Club has not been revived, the trustees will carry out the instructions as to the disposal of the assets, as was decided at the General Meeting described under Rule 31a.

Changes:

Add "and Constitution" to title block
Rules re-arranged to keep similar topics together and re-numbered as required
Add/change gender-neutral terms where applicable and Rule 30 added
Rule 7 amended to disallow voting by members no longer current
Rule 8 changed to include bring the Club etc. into disrepute
Rule 13 added to limit a Chairperson's normal maximum term of office to 3 years
Rule 28 added
Rule 29 replaces the previous "NOTE"