

Rules of the Essex Land Rover Club

1. Name of the club

1.1 The name of the club shall be: Essex Land Rover Club Limited.

2. Objectives of the club

- 2.1 To further interest in motoring, motor-sport and camping.
- 2.2 To provide members with information, advice and assistance on matters connected with motoring and camping.
- 2.3 To promote competitions for Land Rovers, and in association with other clubs, co-promote competitions in accordance with the RAC Motor Sports Association Limited.
- 2.4 To promote sustainable use of unsurfaced rights of way
- 2.5 To arrange camping rallies, tours, lectures, discussions, social and other meetings.
- 2.6 To afford members such benefits and privileges as it may be possible to arrange.

3. Eligibility for membership

- 3.1 Owners, users, and people with a general interest in vehicles of Land Rover manufacture shall be eligible for membership.
- 3.2 Membership of the club shall be by application to the membership secretary by furnishing the details requested and shall begin as soon as the appropriate subscription is paid and approved by the committee.
- 3.3 The committee may, by a vote of not less than a quorum of its members, exclude any applicant or existing member from membership. In such event refund of subscription shall be at the discretion of the committee.
- 3.4 Every individual member of the Association of Rover Clubs Ltd shall be deemed to be a member of the Club for the sole purposes of entering competitions promoted by the Club.

3.5. Classification of membership

- 3.5.1 **Individual Membership** – only the named individual is considered to be a member of the club, and able to enjoy such benefits as that may provide.
- 3.5.2 **Family Membership** – an additional person at the same address as the individual member, both members are considered to be full members of the club, and both are able to enjoy such benefits as that may provide. Added to this grade of membership can be any number of dependents (partner and/or children) who are not eligible to drive at events. These people will be listed on the primary members card (the main individual member).
- 3.5.3 **Additional family member** – A member eligible to competitive events, who is a dependent of the individual member, such as a young adult in full time education, resident at the same address as the primary family member, or their previous partner.
- 3.5.5 **Junior** – a child or dependent of a family member below the age permitted to drive in any trial.

4. Resignation or Exclusion

- 4.1 Any member wishing to resign his membership before the end of the subscription year shall give notice in writing to that effect to the Secretary before the date on which membership falls due for renewal, and shall cease to be a member from the date of such notice, but shall not be eligible for any refund of subscription.
- 4.2 Any person ceasing to be a member of the club for whatever reason shall thereafter cease to have any claim on the property of the Club or to enjoy any of the privileges of Membership, but shall remain liable for the payment of any debts due to the club.
- 4.3 Any person ceasing to be a member of the Club for any cause shall return their membership card to the Secretary forthwith.

5. Subscription

- 5.1 The subscription of membership shall be as determined from time to time by a simple majority of votes cast at a General Meeting of the Club.
- 5.2 Subscriptions shall be payable on 1st January each year. Varying rates of subscription may be levied where the term of Membership is other than annual.

- 5.3 Any member not renewing their subscription by paying the sum due by the 31st January in any year shall be deemed to have resigned their Membership in accordance with rule 4.1. The Club may take such steps as it considers necessary to draw to the attention of members the need to renew subscriptions, or to the attention of an individual member that their subscription is in arrear, but it shall not be incumbent upon the club to serve notice to such effect and each member alone shall be responsible for payment of their subscription as due. It may be determined by a simple majority at a General Meeting of the Club that particular members or groups of members (eg the committee) shall not be liable to pay subscriptions, and nothing in the foregoing shall thereby invalidate their membership.
- 5.4 The subscription rate for an individual member will be set as in 5.1 above. A family membership is a supplementary charge to the individual charge, where the combined membership receive two membership cards with one copy of the club magazine.
- 5.5 A additional family member will be added to the family membership at no additional cost.
- 5.6 No additional fee will be charged for child members.

6. Annual General Meeting

- 6.1 The Annual General meeting (AGM) of the Club shall be held in June of each year at a time and place and upon a date fixed by the committee.
- 6.2 The AGM shall
- a) Receive from the committee a full statement of accounts duly audited showing receipts and expenditure for the year ended 31st December previous.
 - b) Receive from the committee a report of club activities for the year
 - c) Elect the Chairman, Secretary, Treasurer, Membership Secretary, Competitions Secretary, Newsletter Editor and Club Scrutineer.
 - d) Elect other necessary officers of the committee
 - e) Settle any remuneration for the officers of the club.
 - f) Decide any resolution which may be submitted to the Meeting as hereinafter provided.

7. Extraordinary General Meeting

- 7.1 An Extraordinary General Meeting (EGM) may be convened by direction of the Committee, or on written requisition signed by not less than 12 members, or in the case of an EGM for the dissolution of the Club, one half of the Membership, served upon the secretary stating the business for which the meeting is required. In either circumstance, the EGM shall deal with and decide only that business for which it was convened as stated in the notice of the meeting.
- 7.2 Where, upon requisition as provided for in rule 7.1, notice of an EGM is not given by the secretary in 14 days of receiving such requisition, then the members making it may convene such a meeting by giving notice as provided for in Rule 8. Twenty Five members shall form a quorum at such a meeting

8. Notice and conduct of a General Meeting

- 8.1 Notice of a general meeting shall be given to every Member, Director and Auditor at the address last notified by him to the Club, stating the date, time and place of the meeting and the business to be dealt with and decided, hereinafter called the Agenda. The notice shall point out a member's right to appoint a Proxy to attend and vote for him.
- 8.2 At least 21 and not more than 60 days shall elapse from the despatch of such notice until the day before the appointed day of the meeting, but failure to serve such notice on any member shall not invalidate the proceedings of such meeting.
- 8.3 No matter not included upon the agenda in sufficient detail as to identify it to those members who might be expected to take interest in it shall be decided at an AGM, and the proceedings of an EGM shall be as prescribed in Rule 7.1. Any member requiring a matter to be discussed at a General Meeting shall furnish the convener with the text of such matter at least 28 days before the appointed day of the meeting.
- 8.4 The nomination and election of candidates for office or the committee shall take place as provided in Rule 9.
- 8.5 Every member of the club shall be entitled to attend and vote at a General Meeting, and may appoint another person (whether member or not) as his proxy to attend and vote instead of himself; any proxy shall have the same right as the member to speak at the meeting. A simple majority shall decide all matters put to the vote, except where a poll is required in accordance with rule 8.6 or alteration of these rules is proposed, when the provisions of Rule 14.5 apply.

8.6 If two-thirds or more of the members at a General Meeting in person or by proxy require that a poll be taken of members on any issue put to the vote, then the chairman shall rule that consideration of such issue be deferred to allow a ballot of members of the club. The General meeting shall be reconvened, and notice given as provided in Rule 8, to decide the deferred matter, and the vote as shown by the postal ballot shall be deemed to be the decision of the meeting.

9. Constitution of the committee and procedure for election

- 9.1 The committee shall consist of not more than 11 voting members, including the Chairman, Secretary and other such officers as deemed necessary, all of whom shall be elected at the AGM. Functions may be shared or combined if deemed expedient, subject to the limit above.
- 9.2 Every member of the committee shall retire annually, but may offer themselves for re-election.
- 9.3 The Directors of the Company shall be the committee of the Club elected in accordance with Rule 9. When any or all of the Committee Members change at a General Meeting or otherwise, the current Directors shall appoint such new committee member(s) to be Director(s) of the company, and those Directors no longer being committee members shall forthwith resign from the Board.
- 9.4 Nominations of candidates for election to the committee shall be sent to the Secretary to arrive not less than 14 or more than 35 days before the AGM, signed by the nominee to indicate their willingness to serve if elected, the proposer and seconder, all of whom shall be members of the club.
- 9.5 Where more than 11 nominations in total, or more than one for any individual officer post, have been received in accordance with Rule 9.4, then the majority of votes cast shall be put to the vote and the candidate(s) having a simple majority of votes cast shall be deemed to be elected as proposed.
- 9.6 Where less than 11 nominations in total, or only one for each officer post, have been received in accordance with Rule 9.4, then those members so nominated shall be declared to be duly elected. Any posts or committee places remaining unfilled shall be open to nomination from the floor of the meeting, and in the event of such procedure resulting in an excess of candidates over vacancies, then the election such late nominees ONLY shall be put to the vote in accordance with rules 9.5 and 9.6.
- 9.7 The committee shall elect from amongst its members a Vice Chairman.

10. Duties, procedure and meetings of the committee

- 10.1 The authority and responsibility for the transaction of the business of the Club for its management shall be vested in the committee, which, in addition to the powers and authorities expressly vested in and conferred on it by the rules, may exercise all powers and do all acts in furtherance of the objects for which the club is established, other than those expressly required by these rules to be exercised by a General Meeting of the Club.
- 10.2 The Committee shall meet whenever summoned by the Secretary, who may convene a meeting of his own accord, at the instruction of the Chairman, or on requisition of a quorum of the committee.
- 10.3 At least 7 days notice in writing shall be given to each committee member, at the address (or e-mail address) last notified to the Secretary, of a meeting of the committee, stating the date, time and place of the meeting, but failure to serve such notice on any individual member of the committee shall not invalidate the proceedings of the meeting.
- 10.4 A quorum of the committee shall be formed by half the voting members.
- 10.5 The committee shall have the power to co-opt members as it deems necessary, such co-opted Member shall have no voting rights in committee and shall not be counted in determining whether a quorum is formed.
- 10.6 The committee shall have the power to appoint sub-committee for any general or specific purpose and shall define such sub-committee's terms of reference and may invest it executive powers or delegate to it any of the Committee's powers. The sub-committee may be appointed from committee members, club members or both,
- 10.7 The proceedings of sub-committees shall be conducted in accordance with the provisions of these rules relating to the proceedings of the Club Committee.
- 10.8 The committee may appoint any member to any executive post or to carry out any functions as it may from time to time determine necessary for the proper running of the club, and may delegate any of its own functions to such Officer.

- 10.9 Every member of the committee or of a sub-committee shall exercise one vote. The Chairman may exercise an additional casting vote. Except as provided in rule 3.3, a simple majority of votes cast shall determine any matter put to the vote.
- 10.10 Any member who shall absent himself from 3 consecutive committee meetings without sufficient reason shall be deemed to have resigned his position on the committee.

11. Duties of Secretary and minutes of proceedings

- 11.1 It shall be the duty of the Secretary to attend to the day to day organisation and running of the club, in consultation with his fellow officers or the committee as he may, at his discretion, determine expedient.
- 11.2 The Secretary shall attend in person or by deputy all General meetings and Committee Meetings of the Club and take minutes of all proceedings. Such minutes shall be entered in a book and presented for confirmation at the next succeeding meeting of the same nature.

12. Banking and disbursements of monies

- 12.1 All monies of the club shall be banked in the name of the club, and no disbursements shall be made there from except as authorised by the committee and in the form or forms so authorised.

13. Events

- 13.1 All competitive events for motor vehicles promoted by the Club shall be promoted in accordance with the General Competition Regulations of the RAC Motor Sports Association Ltd and any of its requirements and regulations issued for such events.
- 13.2 All caravan rallies shall be promoted only with the authority of the Association of Rover Clubs Ltd.

14. Rules and their interpretation

- 14.1 Every member of the club shall, by virtue of their acceptance of membership, be deemed to have accepted these Rules and any modification hereof made in accordance with Rule 14.3 and shall be bound by them.
- 14.2 Every member shall accept as final and binding the interpretation by the committee of any rule in dispute, and its decision in settlement of any matter arising therefrom.
- 14.3 These rules shall be adopted at a General Meeting of the club where two thirds of the members present, in person or by proxy, vote in their favour, and any modification to them shall be made similarly.

15. Use of the Club Name

- 15.1 The name and address of the Club shall not be given by a member in connection with any trade, business, advertising, or in connection with any legal proceedings, without the express written authority of the committee, except that membership of the club may be disclosed in order to obtain any favourable terms for goods or services thereby available.

16. Affiliation of the Club

- 16.1 The Club shall maintain affiliation to the Association of Rover Clubs Ltd in accordance with the Rules of the Association.
- 16.2 The Club maintain registration with the RAC Motor Sports Association Ltd to promote competitions.
- 16.3 The Club shall maintain affiliation with the Green Lane Association (GLASS).

17. Dissolution of the Club

- 17.1 The Club may be dissolved by a vote to that effect of two-thirds or more of the votes cast at an Extraordinary General Meeting called for such a purpose in accordance with Rule 7.1.
- 17.2 Where an EGM resolves in accordance with Rule 17.1 that the Club be dissolved, the committee shall take all necessary steps to liquidate its affairs within 11 months of the date of such meeting, when the club shall cease in being. Any surplus assets thereby realised shall be disposed of at the discretion of the committee.

Issue 3
June 2004