

RoSPA ADVANCED DRIVERS ASSOCIATION
EAST MIDLANDS GROUP
CONSTITUTION

- (1) **NAME:** The name of the group shall be the RoSPA Advanced Drivers Association, East Midlands Group.
- (2) **OBJECTS:** The objects of the Group shall be to promote road safety and to reduce road accidents by the raising of driving standards, knowledge and skill.
- In furtherance of the above object but not further or otherwise, the Group may;
- (i) engage in activities considered appropriate by the committee to publicise the group's activities including but not restricted to public displays, competitions, promoting road safety, charitable events, sale of regalia and other promotional material.
- (ii) any other activity considered appropriate by the committee to assist and benefit the group.
- (3) **MEMBERSHIP:** Membership shall be open to all members of the RoSPA Advanced Drivers Association upon payment of the annual subscriptions, the amount of which shall be determined by the committee. All subscriptions become payable on the 1st of November each year. Associate membership of the group is open to persons who wish to take the RoSPA Advanced Drivers Association test, on payment of a subscription the amount of which shall be determined by the committee.
- (4) **COMMITTEE:** The Management of the group shall be vested in a committee consisting of a Chairman, Vice Chairman, Treasurer, Secretary and guidance co-ordinator together with a maximum of 12 elected full or associate members, all of whom shall be elected annually at the annual meeting excepting for the Chair and Vice Chair whose period of office shall be as follows: The Chair shall remain in office for a period of two years as shall the Vice Chair who shall succeed to the position of Chair upon the retirement of the Chair. At the same or next A.G.M. following the retirement or resignation of the Chair a Vice Chair will be elected. The committee shall have the power to co-opt any member for any purpose, the tenure of such co-opted member shall terminate at the next annual general meeting. The committee shall have the power to expel any member of the committee who does not attend, or give good reason beforehand to the Chair, for two successive meetings of the committee.
- The committee shall have the power to co-opt an Honorary President whose tenure shall be determined by the committee.

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Only the committee shall have the power to enter into anything of a contractual nature, any form of agreement or any other thing binding upon the group if it has been decided upon by the committee at a properly convened committee meeting. A properly convened committee meeting shall be one held at a place and at a time and date of which all committee members have been given seven days notice.

The quorum of the committee shall be one officer and four other members.

(5) ANNUAL GENERAL MEETING:

The group shall be from 1st November to 31st October and the first general meeting of the group shall be the annual general meeting. At this meeting the accounts of the group for the year just ended shall be presented and the officers and committee shall be elected for the following year. At a general meeting each ordinary or associate member present has one vote. A general meeting may be called by the committee at any time by giving twenty one days notice of the place and time and date of the general meeting to all of the members such period of notice shall commence from the posting by first class post or the publication in the groups newsletter of such details providing that the newsletter is distributed not less than twenty one days before the meeting is to take place.

(6) EXTRA-ORDINARY
GENERAL MEETINGS

Extra-Ordinary general meetings may be called by the membership at large providing that a minimum of ten full or associate members instruct the committee to do so in writing.

(7) GROUP FUNDS

The Treasurer shall be empowered by the committee to open an account in the groups name with any bank or other financial institution which the committee shall approve.

Responsibility for the groups funds shall rest with the Treasurer except for any funds or accounts which shall be accounted for separately as follows.

The committee is empowered to authorise the keeping of separate funds and accounts held for purposes incidental to the groups main activities including but not restricted to charitable events, sale of publicity material. Where such accounts are held the responsibility for those monies shall rest with a minimum of two members who shall be appointed by the committee.

The Treasurer shall disburse the funds of the group in such a way as the committee and annual general meeting shall decide in furtherance of the groups aims.

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Any monies received on behalf of the group shall be passed to the Treasurer without delay.

The committee shall appoint a suitably qualified person to examine the accounts of the group such accounts to include detailed statements of income and expenditure to be prepared for all the groups funds and also other subsidiary accounts signatures for the withdrawal of the groups funds from any account shall be a minimum of two to be nominated by the committee.

(8) ALTERATIONS TO THE CONSTITUTION

Alterations to this constitution shall receive the assent of two-thirds of the members present and voting at an Annual General Meeting or a Special General Meeting. A resolution for the alteration of the constitution must be received by the Secretary of the Group at least 21 days before the meeting at which the resolution is to be brought forward. At least 14 days notice of such a meeting must be given by the Secretary to the membership and must include notice of the alteration proposed. Provided that no alteration to clause 2 (objects), clause (dissolution) or this clause, shall take effect until the approval in writing of the Charity Commissioners or other authority having charitable jurisdiction shall have been obtained; and no alteration shall be made which would have the effect of causing the Group to cease to be a charity in law.

(9) DISSOLUTION

The Group may be dissolved by a Resolution passed by a two-thirds majority of those present and voting at a Special General Meeting convened for the purpose of which 21 days notice shall have been given to the members. Such resolution may give instructions for the disposal of any assets held by or in the name of the Group, provided that if any property remains after the satisfaction of all debts and liabilities such property shall not be paid to or distributed among the members of the Group but shall be given or transferred to such other charitable institution or institutions having objects similar to some or all of the objects of the Group as the Group may determine and if and in so far as effect cannot be given to this provision then to some other charitable purpose.

GENERAL

- (1) Minutes of all meetings of the group and its committee shall be kept.
- (2) Any resolution shall be proposed, seconded voted on and recorded in the minutes.
- (3) The group will at all times observe the rules of the RoSPA Advanced Drivers Association.

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- (4) Definition of member shall be a person who has paid their annual subscription either as a full or associate member.
- (5) The committee shall be empowered to suspend or postpone the collection of subscriptions of any member or group of members in the event of personal hardship. The action will not affect voting rights or eligibility for committee membership but will be reviewed at each committee meeting.

I Certify that this is a true copy of the Constitution as agreed by the members on 24th March 1991.

M. Barry - Treasurer.

I certify that this is a true copy of the Constitution as agreed by members of the Association (East Midlands Group) On Sunday 24th March 1991

S. Parker Vice Chairman.