MORLEY WALKING CLUB

APPROVED CONSTITUTION AS AT MAY 2016

1. The title shall be “MORLEY WALKING CLUB”.
2. The aims and objects of the Club shall be:
3. To promote walking and other outdoor activities.
4. To conserve footpaths in general and particularly in the Morley area.
5. To further the enjoyment and appreciation of the countryside by members and their families.
6. **Membership**
7. Individual membership shall be open to all, except that the Committee shall have the power to with-hold membership at its discretion.
8. Membership shall be within the following categories
9. Honorary
10. Adult – people over 18 and not still in full time education.
11. Junior – young people up to the age of 18 (21 if still in full time education)
12. Family – one/two adults plus one or more young people up to the age of 18 (21 if still in full time education)
13. Honorary membership will be granted automatically to members who are 70 or over and have been in the Morley Walking Club for 20 years or more. The Committee shall be empowered, at its discretion, to grant honorary membership of the Club. Such honorary members shall be entitled to all the rights and privileges of adult membership.
14. Young people under the age of 12 must be accompanied by a responsible adult.
15. Young people between the ages of 12 and 15 may take part in walks unaccompanied, at the discretion of a member of the Committee.
16. Guests, or prospective members, shall normally be allowed to take part in Club walks, without membership, on only one occasion.
17. All adult members shall have full voting rights. Junior members and young people covered by family membership shall not be entitled to vote.
18. **Subscriptions**
19. Subscriptions shall be fixed at the Annual General Meeting and should be paid within one month.
20. Members joining after January 1st in any year, shall pay one subscription to cover the remainder of that and the following financial year.
21. Subscription rates shall be as follows:

(i) Adult – as fixed by the Annual General Meeting.

(ii) Junior – half the adult rate.

1. Family – adult rate, children free
2. **Conduct of Affairs**
3. The Annual General Meeting shall be held during April and a minimum of 14 days’ notice shall be given.
4. The management of the affairs of the Club shall be in the hands of an elected committee which shall have full executive powers in all matters except alterations to rules and/or subscriptions, and election of officers.
5. The Committee shall be elected at the Annual General Meeting and shall consist of
6. President
7. Vice-President
8. Secretary
9. Treasurer
10. Footpath Secretary
11. Eight committee members, each of whom may serve a maximum of two years before retiring and becoming eligible for re-election
12. The Committee may appoint from its members other officers at its discretion.
13. The Committee shall have powers to co-opt.
14. The immediate Past President shall be co-opted on to the Committee.
15. Any club officers or committee members newly elected at the AGM shall commence their term of office from 1st May
16. The President, Secretary and Treasurer may act jointly in an emergency on behalf of the Committee - such action to be reported to the full Committee as soon as convenient.

Expenditure under this rule to be limited to £30.

1. A Quorum at a General Meeting shall be one-quarter of the membership eligible to vote
2. A Quorum at a Committee Meeting shall be 8
3. Decisions at both General and Committee meetings shall be by simple majority

(l) In the event of a tie at Committee meetings, the Chairman shall have the casting vote.

1. A General Meeting shall be called by the Secretary at the request of any ten members, or direction of the Committee. A minimum of 14 days’ notice shall be given.
2. Committee meetings shall be held at least twice a year and shall be called by both the President and Secretary or by any three committee members.
3. **Finance**

(a) The Treasurer shall prepare a yearly statement of accounts for submission to the Annual General Meeting. This shall have been previously audited and accepted by the Club Auditor.

1. The auditor shall be elected at the Annual General Meeting.
2. The financial year shall run from March 1st of the current year to the last day of February in the following year.
3. A Bank Account shall be opened in the name of the Club. Withdrawals shall be made on the authority of the Treasurer, and either the President or the Secretary.
4. On the authority of the committee, further subsidiary accounts, to cover specified Club activities, may be opened as deemed necessary. A minimum of two signatories, who will be committee members, shall be required to authorise withdrawals from any such accounts.
5. **Ramblers’ Association**

The Club shall be affiliated to the Ramblers’ Association.

1. **Club Liability**

The Club shall carry liability insurance to indemnify itself against potential claims from both members and non-members. Such insurance shall be approved by the Ramblers Association, and shall cover all official Club activities.

To comply with the requirements of such insurance, the Club shall have a written Health and Safety Policy. The Club is required to have one committee member as the nominated Health and Safety Officer. This person is to be responsible for health and safety matters on walks and social events as outlined in the Health and Safety Policy. The Health and Safety Officer shall ensure that all walk leaders and organisers of social events are guided by a safety checklist based on this policy. Copies of the policy shall be held by the Secretary and shall be made available to club members on request.

1. **Change of Rules**

Additions or changes to rules shall only be made at a General Meeting. Proposals for additions or changes to rules shall be in the hands of the Secretary four weeks before the date of the General Meeting and shall be included in the notice of that meeting sent to members.

1. **Winding up of Affairs**

In the event of the Club having insufficient members to function satisfactorily, any remaining assets are to be disposed of to the Ramblers’ Association.

**Approved Constitution (MAY 2016)**