



Constitution and Rules of RoSPA Southern Motorcycle Advanced Rider Training

***Adopted on the 26th day of March 2002 and last amended
on 3rd day of November 2006***

1. Name

The name of the Group shall be the 'RoSPA Southern Motorcycle Advanced Rider Training' (hereinafter called 'the Group').

2. Objectives

The objectives of the Group shall be to encourage interest in road safety, to improve riding standards and in particular to help riders pass the RoSPA Advanced Driving Association (hereinafter called 'RoADA') Driving Test.

3. Powers

In furtherance of the objectives but not otherwise the Executive Committee may exercise the following powers:

- (i) Power to raise funds and to invite and receive contributions provided that in raising funds, the Executive Committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law;
- (ii) Power to buy, take on lease or in exchange any property necessary for the achievement of the objects and to maintain and equip it for use;
- (iii) Power to co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects or of similar charitable purposes and to exchange information and advice with them;
- (iv) Power to establish or support any charitable trusts, associations or institutions formed for all or any of the objects;
- (v) Power to appoint and constitute such advisory committees as the Executive committee may think fit;
- (vi) Power to do all such lawful things as are necessary for the achievement of the objects.

4. Membership & Subscriptions

Application for membership is open to any person over the age of 18 years interested in furthering the objects and who has paid the annual subscription laid down from time to time by the Executive Committee.

All members are entitled to vote at AGMs and EGMs provided that they have been a member of the group for 6 calendar months prior to any vote and their subscription for the year in which the vote is taken has been paid.

5. Executive Committee

The management of the Group shall be vested in an Executive Committee consisting of at least a Chairman, a Chief Instructor, a Secretary, a Treasurer and a Membership Secretary, all being over eighteen years of age.

The officers of the Group shall be the Chairman, the Secretary, and the Treasurer.

Members of the Group shall be elected to the Executive Committee at the Annual General Meetings of the Group when posts become vacant at the end of their term. There shall be no more than seven members on the Executive Committee.

The Chairman shall be elected to that role for a 1 year term following a vote of the Members for their choice.

The Chief Instructor shall be elected to that role for a 1 year term from the Instructors pool following a vote of the Instructors for their choice.

The remainder of the Executive Committee shall be elected to their roles for a 1 year term following a vote of the Members for their choice.

The Executive Committee shall meet at least quarterly and when deemed necessary by at least 3 members at least one of whom must be an officer.

The meetings are to be called by the Chairman with a notice of at least two weeks. The Secretary shall have the responsibility for keeping the minutes. Each member has a vote on all matters, the Chairman having a casting vote in the event of a tied vote.

Four members, at least one of whom must be an officer, shall constitute a quorum.

A member of the Executive Committee shall cease to hold office if he or she:

- i) Is disqualified from acting as a member of the Executive Committee by virtue of section 72 of the Charities Act 1993 (or any statutory re-enactment or modification of that provision);
- ii) Becomes incapable by reason of mental disorder, illness or injury of managing and administering his or her own affairs;
- (iii) Is absent without the permission of the Executive Committee from all their meetings held within a period of six months and the Executive Committee resolve that his or her office be vacated; or
- (iv) Notifies to the Executive Committee a wish to resign (but only if at least three members of the Executive Committee will remain in office when the notice of resignation is to take effect).

6. Responsibilities of the Executive Committee.

The Executive Committee shall have the power to:

- (i) Fill any casual vacancy that may occur in any office or in order to make up the number of its members.
- (ii) Make standing orders for the governing of the Group provided that they shall be consistent with the provisions thereof.
- (iii) Be responsible for the normal running of the Group and its activities.
- (iv) Put forward to the Group the names of persons who have served the Group well for election to Honorary or Life Member as the Group determines.

No member of the Executive Committee shall acquire any interest in property belonging to the Charity (otherwise than as a trustee for the Charity) or receive remuneration or be interested (otherwise than as a member of the Executive Committee) in any contract entered into by the Executive Committee.

7. Treasurer

Such bank and/or similar organizations as the committee may select and monies received by the officials of the Committee on behalf of the members of the Group shall be paid into such account or accounts. Cheques shall be signed by any two officers of the Committee.

The Treasurer shall be responsible for reimbursing any out-of-pocket expenses incurred by a member of the Committee.

8. Annual General Meeting

There shall be an Annual General Meeting held in October of each year following the year of inauguration of the group and this shall be summoned in writing at least three weeks before the appointed date. Twelve members shall form a quorum. The Secretary shall have the responsibility for the keeping of Minutes of a General Meeting.

9. Special General Meeting

The Executive Committee may call a special general meeting of the Charity at any time. If at least ten members request a meeting in writing stating the business to be considered the secretary shall call such a meeting. At least 21 days' notice must be given. The notice must state the business to be discussed. Twelve members shall form a quorum.

10. Expulsion.

If a Member is convicted of a serious traffic offence the Committee has the power to expel them from the Group. Their rejoining the Group after a suitable time will be at the discretion of the Committee. The Committee must discuss such cases with HQ before taking any action.

The Committee has the power to expel any Member from membership of the Group for misconduct prejudicial to the aims of the Group or of the Association, but such persons should be given the opportunity to present their case to the Committee.

11. Alterations to the Constitution.

(i) Subject to the following provisions of this clause the Constitution may be altered by a resolution passed by not less than two thirds of the members present and voting at a general meeting. The notice of the general meeting must include notice of the resolution, setting out the terms of the alteration proposed.

(ii) No amendment may be made to clause 1, clause 2, clause 6, clause 12 or this clause without the prior consent in writing of the Commissioners.

(iii) No amendment may be made which would have the effect of making the Charity cease to be a charity at law.

(iv) The Executive Committee should promptly send to the Commission a copy of any amendment made under this clause.

12. Dissolution.

The Group may be dissolved by a Resolution passed by a two-thirds majority of votes cast at an Extraordinary General Meeting convened for

the purpose for which 21 days notice shall have been given to the members. Votes cast will consist of the votes of those members present who are entitled to vote plus those valid proxy votes received by the Chairman.

Such resolution should give instructions for the disposal of the 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 must be given or transferred to RoSPA Sussex Car Group, provided that their Constitution contains a similar clause which would in the event of dissolution transfer such property or assets to this Group. If a RoSPA Car Group does not exist, transfer would be to RoADA HQ.

This constitution was adopted on the date mentioned above by the persons whose signatures appear at the bottom of this document.

MARION BARNES

DATE

ANDREW ADAMS

DATE

PHILIP HOWARD

DATE