

THIS IS AN EXACT COPY OF
THE "CONSTITUTION" ADOPTED
AT THE C.M. OF 6.9.95.
Damon R. R. R.
H.M. Sec.

Carlisle Advanced Motorists

Rules and Regulations

- 1.1 The name of the Group is to be Carlisle Advanced Motorists affiliated to the Institute of Advanced Motorists (hereinafter referred to as "the Institute").
- 1.2 Affiliation to the Institute does not authorise any representation which would involve the Institute in any liability whatsoever.
- 1.3 The Council of the Institute shall have power to cancel the affiliation of the Group from time to time in its absolute discretion and to restore such affiliation upon such terms as it sees fit, provided that the Group shall be given the opportunity to submit representations to the Council before a final decision is made to cancel affiliation.
- 1.4 The area of the Group may be defined by the Council of the Institute.

MEMBERS

- 1.5 Group Full Members must be current Members of the Institute.
- 1.6 Non-Members may be elected as President or Vice-President but must not describe themselves as Members of the Institute.
- 1.7 Honorary Group Members are permitted but must be fully paid up Members of the Institute.
- 1.8 The Group Committee shall be obliged to accept as a Member of the Group a current Member of the Institute on completion of the Group application form and payment of the annual Group subscription. The Group Committee would not necessarily be obliged to accept an application from a current Member of the Institute who had previously been expelled from any Group.

ASSOCIATES

- 1.9 The Group Committee may accept persons desirous of becoming full Group Members as Associates of the Group on such financial terms as the Group Committee may have notified to the Institute's Secretary.
- 1.10 Associates of Groups may continue as such for a period of one year only, during which time they must endeavour to be accepted into full Institute Membership. This period may be extended at the discretion of the Group Committee.

FRIENDS

1.11 In the absence of special reasons rendering a particular applicant unacceptable in the reasonable opinion of the Group Committee, it must accept applications from the general public to become Friends of the Group on such terms as the Group Committee may decide.

2. OBJECTS AND POWERS

2.1 The objects of the Group are for the public benefit to promote the improvement of the standard of driving and the advancement of road safety.

2.2 In furtherance of the above-mentioned objects but not further or otherwise the Group shall have the following powers:

- (a) to encourage and assist motorists to become Members of the Institute
- (b) to publicise the Institute and its work throughout the area
- (c) to provide road safety and competitive events for Members, Associates, Friends and members of the general public. Driving events on a public road must not be timed
- (d) to arrange and provide for or join in arranging and providing for the holding of exhibitions, meetings, lectures, classes, seminars and training courses
- (e) to cause to be written and printed or otherwise reproduced and circulated, gratuitously or otherwise, such papers books, periodicals, pamphlets or other documents or films or recorded tapes (whether audio or visual or both) as shall further the said objects
- (f) to raise funds and invite and receive contributions from any person or persons whatsoever by way of subscriptions and otherwise, provided that the Group shall not undertake permanent trading activities in raising funds for the said objects
- (g) to invest the monies of the Group not immediately required for the said objects in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions (if any) as may for the time being be imposed or required by law
- (h) to do all such other lawful things as are necessary for the attainment of the said objects.

3. CONSTITUTION OF THE GROUP

The Group will be constituted as follows:

3.1 The Group Committee must consist of fully paid up Members of the Institute and the Group. It shall consist of a Chairperson, Secretary, Treasurer and a minimum of three other Members all duly elected at an Annual General Meeting. The total number of the Group Committee Members shall not exceed 20.

3.2 A quorum of the Group Committee shall be one third of all Committee Members or three, whichever is the greater.

3.3 A Chairperson shall have a casting vote.

3.4 All Officers and one third of all Group Committee Members must retire annually by rotation and may offer themselves for re-election by full Members at the Annual General Meeting held each year.

3.5 14 days notice shall be given for an Annual General Meeting or Extraordinary General Meeting.

3.6 A quorum for an Annual General Meeting or Extraordinary General Meeting shall be 6 Members or 1/10 of the total numbers of Members, whichever number is greater.

3.7 The Council of the Institute reserves the right to appoint a senior representative of the Institute to any Group Committee (with voting rights).

3.8 A Member of the Council of the Institute appointed by the Council shall be an ex officio member of the Group Committee (with voting rights).

4. DUTIES AND RESPONSIBILITIES OF THE GROUP COMMITTEE

The duties and responsibilities of the Group Committee are as follows:

4.1 To further the objects of the Group.

4.2 To encourage and assist motorists to become Members of the Institute.

4.3 To foster and maintain interest in the Institute amongst Members and to keep them informed by way of a periodic newsletter.

4.4 To make arrangements for road safety and competitive events.

4.5 To ensure that no Group Member derives any benefit, monetary or otherwise, from full membership of the Group.

- 4.6 Generally to co-operate with the Council of the Institute.

MEETINGS

- 4.7 To call ordinary meetings of the Group Committee at least every three months.
- 4.8 To make arrangements for the conduct of postal votes in connection with Annual General Meetings or Extraordinary General Meetings.
- 4.9 To keep Minutes of meetings.

FINANCE

- 4.10 To ensure that all Third Party Liabilities and Group Assets are covered at all times by an adequate policy of insurance.
- 4.11 To open and operate a Bank or Building Society Account in the name of the Group. The Group Committee shall authorise in writing the Treasurer, the Secretary and two or more other members of the Group Committee to sign cheques on behalf of the Group. All cheques shall be signed by not less than two of the authorised signatories.
- 4.12 To keep proper records of the Receipts and Payments and the Assets and Liabilities of the Group.
- 4.13 To submit audited accounts and reports to their respective Divisional Council Member and Group Members annually.

GENERAL

- 4.14 To respect the Institute's copyright in its badge or logo, to endeavour to prevent the badge or logo from being reproduced without the consent of the Council of the Institute, and to report to the Secretary of the Institute any such reproduction.
- 4.15 To ensure that the good name of the Institute is maintained and is not brought into disrepute by the conduct of any of its Members.
- 4.16 To refer to the Institute Council for guidance in the event of any difficulties which may arise.

RULES

- 4.17 Group Committees are not permitted to make rules contrary to the constitution of the Institute.
- 4.18 Changes to the Group Rules must not cause the Group to cease to be a charity at

law if registered as such.

4.19 Changes to the Group subscriptions must be notified to the Secretary of the Institute.

4.20 Changes to Group rules and regulations or the altering or choosing of a Group name must have the approval of the Council of the Institute. Such approval shall not unreasonably be withheld.

EXPULSION

4.21 The Group Committee must expel Members (other than the President or Vice-President) from the Group if their membership of the Institute ceases.

4.22 The Group Committee may expel a Member, Associate or Friend from the Group for conduct inconsistent with the aims and objects of the Institute and/or Group, but a Member shall first to be given the opportunity to submit representations to the Group Committee and shall always have the right to appeal to the Council of the Institute.

WINDING-UP

4.23 If the Group Committee by a simple majority decide at any time that on the ground of expense or otherwise it is necessary or advisable to wind up the Group, it shall call a meeting of all Full Members of the Group, of which meeting not less than 21 days' shall be given. If such decision shall be confirmed by a simple majority of those present and voting at such meeting the Group Committee shall wind up the Group. Any surplus assets remaining after the settlement of all liabilities shall be handed over to the Council of the Institute to be dealt with for such charitable purposes as it sees fit. If the Institute is no longer in existence when the Group is wound up, then the surplus assets shall be paid to such charity or charities as the Group Committee shall select.

NOTE

All references to motorists/motoring/driving will, where appropriate, apply to motorcyclists/motorcycling/riding.

All references to the Group Committee will, where appropriate, apply to the Group Council, if one exists.