

Rules and Constitution
Marlborough District Riding Club

1) NAME

The name of the riding club shall be “Marlborough District Riding Club”

2) AIM

The aim of the club is to enable members with an equine interest to train and to partake in various fun activities/events organised by the club at Milton Stud or a suitable facility.

3) POWERS

For the furtherance of this aim the club may:

- a) raise money to pay for the clubs activities/events
- b) make such payments as necessary
- c) fix and collect membership fees
- d) take other such action that may benefit the club
- e) make occasional charitable donations

4) MEMBERSHIP

- a) All interested persons shall be entitled to be members of the club, but such members shall not be entitled to become members until the club has received membership subscription set by the Committee
- b) The Committee reserve the right to refuse membership
- c) Any members found deliberately breaking the rules, behaving badly or bringing the club into disrepute may be asked to leave the club by the Committee
- d) Each member is entitled to one vote
- e) Members are to register and monies received by the club by October 1st of each year. Membership is set at £30 (2016).

5) GENERAL MEETING

An annual general meeting shall be held once a year at which the annual report and a receipts and payments account and statement of assets and liabilities which have been examined by an independent examiner shall be presented and agreed

6) A special general meeting may be called at any time at the request of the Committee, or not less than a quarter of the members.

a) The Secretary or Chair shall send a note of the time, date and place of each AGM and any special general meetings with a list of items to be discussed, to all members, at least 2 weeks before the meeting

b) If the Secretary or Chair do not call a special general meeting within 2 months of a proper request to do so, any member may call that meeting by putting up a notice in a conspicuous place where the club meets at least 2 weeks before the meeting

7) The quorum of the Committee shall be 30% of the members or 5 members whichever is the greater. If fewer attend, a new meeting must be called.

8) COMMITTEE

The Committee shall meet at least three times a year and is responsible for ensuring that the club complies with its aims and is properly managed. The Committee will elect the three officers from members of the Committee who have served a minimum of 2 years.

9) The Committee shall consist of:

a) 3 officers (Chair, Secretary and Treasurer) and

b) Not less than 2 nor more than 9 elected members and

c) If the Committee so decides, not more than 3 members co-opted by the Committee

10)a) Co-opted members in 9c may join at any time on the invitation of the

Committee but shall retire at the next AGM

b) In the event of the death or resignation of an elected member the vacancy shall be filled until the next AGM by a member appointed by the Committee

11) Officers, elected members and co-opted members each have 1 vote. In the event of a tie the Chair has a 2nd or casting vote

12) FINANCE

The Committee shall ensure that proper accounting records for the club complying with current relevant legislation are met. The account records shall, in particular include:

- a) entries showing from day to day all monies received and expended and the matters in respect of which the receipt and expenditure took place, and
- b) a record of the assets held and any monies owed by the club
- c) at each meeting of the Committee, the Treasurer shall present an up to date written statement of receipts and payments to the club, acceptance of which shall be recorded in the minutes

13) All cheques shall be signed by two officers, one of whom shall normally be the Treasurer: duplicate bank statements shall be sent to the Chair

14) At the end of each financial year, whilst complying with the requirements of the current legislation, the Treasurer shall normally prepare a receipts and payments account and statement of assets and liabilities, which after review by an independent examiner appointed by the Committee shall be presented to the AGM. An independent examiner is a person independent of the club who is reasonably believed by the Committee to have the requisite ability and practical experience to carry out a competent examination of the accounts

15) The funds of the club shall be used only for the purposes of the club and no payment shall be made to any member except:

- a) as repayment of expenses properly incurred on behalf of the club
- b) charitable donations as agreed by the Committee

16) DISSOLUTION

If at a general meeting of the club members it is decided to terminate the existence of the club, any funds or equipment remaining after all debts are paid

should be offered in a silent auction to all club members and money raised to be handed to a charity agreed by the Committee

17) CHANGE OF CONSTITUTION

This constitution may be altered only if 2/3rds of the members present at a general meeting vote in favour of changing it.