

GREEN BELT MOTOR CLUB



CONSTITUTION, RULES & REGULATIONS

1. TITLE

The name of the club is the "Green Belt Motor Club" hereinafter referred to as "the Club".

2. AIMS and OBJECTIVES

- (a) To promote motor competitions in accordance with the rules of MSUK.
- (b) To provide members with information, advice and assistance on matters connected with motoring and motor sport.
- (c) To observe the local administration of the laws and regulations affecting motoring, motor vehicles and motor sport and to report any proposed local action or scheme to Motorsport UK Association Limited, hereinafter referred to as "MSUK".
- (d) To promote motor competitions in accordance with the rules of MSUK.
- (e) To arrange tours, lectures and to engage with members through social activities and other meetings. To further interest in motoring and motor sport.
- (f) To provide members with information, advice and assistance on matters connected with motoring and motor sport.
- (g) To observe the local administration of the laws and regulations affecting motoring, motor vehicles and motor sport and to report any proposed local action or scheme to Motorsport
- (h) To afford members such benefits and privileges as it may be possible to arrange.

3. CONSTITUTION

Ladies and gentlemen of not less than 14 years of age shall be eligible for membership. The membership shall consist of Life Honorary members, Honorary members, Joint members, Ordinary members and Junior or Student members. The Club reserves the right to refuse membership.

4. MANAGEMENT

The authority and responsibility for the transaction of the business of The Club for its management shall be vested in a committee comprising no less than five and no more than twelve Club members. In addition to the powers and authorities expressly conferred upon the committee by these rules it may exercise all powers and perform any reasonable actions in furtherance of the objectives for which the Club is established or approved by the Club in a General Meeting.

5. ELECTION OF OFFICERS FOR COMMITTEE

The elected officers shall constitute the Club Committee and shall total between 5 and 12 officers. The officers shall include a President, and one or two Vice Presidents who shall be elected at an Annual General Meeting and remain in office until their resignation. A Chairman, Secretary, Treasurer and other officers shall be elected at an Annual General Meeting and, subject to termination of office by resignation or otherwise, shall remain in office until their successors are appointed at the next Annual General Meeting following their appointment or earlier if required. The committee shall have the power to co-opt up to three additional members as they deem necessary. The editor of the Club magazine shall be an ex-officio member of the committee.

Nominations of candidates for election to the Committee must be received by The Club Secretary before the Annual General Meeting stating in writing their willingness to serve and signed by each nominee and their proposers. Retiring officers shall be eligible for re-election. The committee shall have the power to appoint a sub-committee of not less than three persons to meet on its behalf in respect of any matter which it deems necessary.

6. MEETING OF COMMITTEE

The committee shall meet on the date prescribed at the preceding meeting or whenever summoned by the Secretary who may convene a meeting of his own accord, or by direction of the Chairman, or following a requisition signed by one half of the committee, with no less than 7 (seven) days notice in any case. Minutes of the proceedings shall be recorded in writing and presented for approval at the following meeting.

7. VOTING AT COMMITTEE MEETINGS

Each elected member of the committee present at a meeting of that committee shall be entitled to exercise one vote. The Chairman shall not vote except in the exercise of a casting vote. The committee shall vote by ballot if any member present so demands. A vote of one third or more against any application for membership of the committee shall exclude the candidate from entitlement to membership.

8. ABSENCE FROM THE COMMITTEE

Any member of the committee who, without sufficient reason, absents themselves from three consecutive committee meetings will be deemed (by the committee) to have resigned their position on the committee.

9. (a) DUTIES OF THE CLUB SECRETARY

It shall be the duty of the Club Secretary to attend, in person or by means of internet connection (Zoom or sim.) or by deputy, all meetings of the Club and all meetings of the committee to take minutes of committee meetings. Such minutes to be recorded in writing and presented at the next committee meeting for approval as a true and accurate record of the discussions of the preceding meeting.

(b) DUTIES OF THE COMPETITION SECRETARY

It shall be the duty of the Competition Secretary to provide Club members with information, advice and assistance on matters concerning motor sport. To be acquainted with the current rules and regulations of MSUK and to keep members and event organisers apprised of same.

(c) DUTIES OF THE CLUB CHAIRMAN

The Club Chairman shall attend all meetings of the committee and all General Meetings of the Club in person or by means of internet connection (Zoom or sim.) or by deputy in order to ensure that committee meetings are properly held in an orderly manner.

10. TREASURY

All monies of the Club shall be banked by the Treasurer or other authorised committee member in an account held in the name of the Club and no disbursements shall be made therefrom other than by the Treasurer or other person duly authorised by the Committee.

11 (a) SUBSCRIPTIONS

The subscription for ordinary members shall be due on 1st January of each year.

(b) RATES OF SUBSCRIPTION

The rates of subscription shall be set by the committee and published at least one month before they become due. However if, before they become due, the Secretary receives a requisition for a Special General Meeting and the stated subjects include the rates of subscription the committee shall only collect fees at the previous rate set by the committee.

The committee may at its discretion set special rates of subscription for joint members and student members and any other category of members that it may from time to time see fit. Those eligible for joint membership shall include two persons residing at the same address. Joint members shall receive only one copy of the Club magazine. Those eligible for student membership shall be persons who can show evidence that they are in any form of full time education.

(c) SUBSCRIPTION ARREARS

Any member who has not paid their subscription within two clear months of the date on which it became due shall be notified of the fact in writing by the Club Secretary, Membership Secretary or the Treasurer. If, after one further month, their subscription remains outstanding they shall be deemed to have resigned their membership of the Club unless sufficient reason be given, to the satisfaction of the Committee, why they should remain a member. No member whose subscription is in arrears shall be entitled to any of the advantages of membership unless approved by the committee. No member whose subscription is in arrears shall be eligible to take part in any competitions organised by the Club and under the rules of Motorsport UK.

12. RESIGNATION

Any member ceasing, voluntarily or otherwise, to be a member of the Club, shall thereafter cease to have any claim upon the property of the Club or to enjoy any of the privileges of membership, but shall remain liable for payment of any debts due to the Club.

13. JOINING MEMBERS

Applications for membership of the Club shall be submitted to the membership secretary who holds the discretion of the Committee to accept or decline an application.

14. USE OF CLUB NAME AND ADDRESS

The name and address of the Club shall not be given by a member as his address for any trade, advertising or business purposes nor in connection with any legal proceedings.

15. PATRON, VICE PRESIDENTS, LIFE HONORARY AND HONORARY MEMBERS

The committee may elect as Honorary or Life Honorary members any member who has been distinguished in promoting the cause of motoring in general or of the Club in particular. Honorary Membership may be bestowed for a maximum of three years; Life Honorary Membership may be bestowed for life. The Club may appoint up to six Vice Presidents and two Patrons. Vice Presidents and Patrons are appointed by an Annual General Meeting and are automatically Life Honorary Members.

16. EXPULSION OF MEMBERS

If, in the opinion of the Committee and in the best interests of the Club, it becomes necessary to ask a member to withdraw from the Club, the Committee shall notify the member in writing giving a clear explanation and reasons for doing so. In case the Member declines they shall have the opportunity to appeal to the Committee and a meeting of the Committee shall be arranged within six weeks of the date of the expulsion letter/email. Members of the Committee and the Member whose expulsion is under consideration shall be given at least seven days notice of such a meeting and shall be offered the opportunity to provide an oral or written explanation of his conduct. If two thirds of the members present vote in favour of expulsion the subject Member shall thereupon cease to be a member of the Club and the decision will be final.

17. THE ANNUAL GENERAL MEETING

The Annual General Meeting of the Club shall normally be held in March each year, but in any case within fifteen months of the previous Annual General Meeting, at a date and time to be fixed by the committee. A minimum of twenty one days notice of the meeting shall be given to members, but non-receipt of such notice by any member shall not invalidate the proceedings. Only members whose subscriptions are paid up to date are eligible to attend. The Annual General Meeting shall:

- a) Receive from the Treasurer or his deputy a full statement of accounts that has been independently examined and approved showing the receipts and expenditure for the previous year.
- b) Receive from the Secretary a report on the activities of the Club during the previous year.
- c) Elect the Club Chairman, Treasurer, Competition Secretary, committee members without portfolio and, if appropriate, an Independent Examiner of accounts, Secretary, President and Patron.
- d) Settle any remuneration for the independent examiner of the Club's accounts (the auditor).
- e) Decide on any resolution which may have been submitted and be on the agenda for the meeting as hereinafter provided.

At least twenty one (21) days notice of an Annual General Meeting shall be given, but non-receipt of such notice by any member shall not invalidate the proceedings.

18. EXTRAORDINARY GENERAL MEETINGS

An Extraordinary General Meeting may be convened by direction of the Committee, or on requisition to the Secretary stating the business for which the meeting is required, and signed by not less than 12 Club members. If a meeting so requisitioned is not convened by the Committee within twenty one days, the said 12 members may convene such a meeting. 15 members shall form a quorum. At least fourteen days notice of a Special General Meeting shall be given, but the non-receipt of such notice by any member shall not invalidate the proceedings. Only members whose subscriptions are paid up to date are eligible to attend a Special General Meeting.

19. AGENDA FOR GENERAL MEETINGS

A copy of the provisional agenda shall be included in the notice of the General Meeting. If members wish any other matter to be discussed at a General Meeting, the text of such matters, signed by at least two members, shall be sent to the Secretary not less than 14 days before the date of such a meeting so that it may be included in the final agenda. Copies of the final agenda shall be available at the General Meeting.

No business which is not included in the agenda shall be discussed at the meeting unless all members present agree to the discussion.

Should the proposer of any motion fail to move a resolution in respect of the relevant item on the agenda then any other member shall be entitled to do so.

20. VOTING AT GENERAL MEETINGS

Every person with the right to be present may exercise one vote. The Chairman shall not vote except in the exercise of a casting vote. At all General Meetings, except as provided in Rule 23, a majority of votes shall decide a resolution.

At any General Meeting, if any 12 Club members demand a poll the Meeting shall thereupon be adjourned to a time and place to be named by the Chairman and a postal vote shall be taken of all members of the Club. The decision of the members, as shown by such postal vote, shall be reported to the adjourned meeting and shall be deemed to be the decision of such a meeting. Any member who is unable to attend a General Meeting may appoint another member as his or her Proxy. A duly completed Proxy Form, signed by the member unable to attend the General Meeting, must be submitted to the Secretary before or at the General Meeting.

21. RIGHT TO BE PRESENT

No person may take part in General Meetings unless they have been accepted as a member of the Club and their subscription is paid up-to-date.

22. OBSERVANCE AND INTERPRETATION OF RULES & CODE OF CONDUCT

Every Club member agrees to abide by the rules of the Club and those of Motorsport UK and by any modifications thereof made in conformity with such rules and to accept as final and binding the decision of the Committee in all cases of dispute or disagreement as to the interpretation of these rules. In addition members shall;

- (a) Conduct themselves in a proper manner at all times, in the best interests of UK motor sport.
- (b) Respect the decisions of event officials.
- (c) Treat all competitors, marshals and officials equally with respect.
- (d) Maintain the highest standards of driving behavior.
- (e) Not discriminate against any person for any reason, whether as a result of race, colour, gender, marital status, sexuality, age, disability, occupation, religion or political persuasion.

Failure to comply with this code may result in stringent sanctions being imposed by Motorsport UK and/or the National Court.

23. ALTERATION OF RULES

Amendments may be made to these rules by a General Meeting provided (a) that details of the proposed alteration or alterations are included in the final agenda of the General Meeting, and (b) that the resolution proposing such alteration/s is carried by two thirds of those present and voting at such General Meeting, or by two-thirds of those voting should a poll be demanded as provided for in Rule 21.

24. EVENTS

All motor competitions organised by the Club, whether wholly or co-promoted with another club, shall be held under The General Regulations and any other requirements of Motorsport UK. Any member convicted of an offence arising out of their being in charge of a motor vehicle in any Club event or on Club business shall thereupon be liable to expulsion from the Club under Rule 17.

25. COPIES OF THESE RULES & CONSTITUTION

Every member shall be furnished with a copy of the Club's Constitution on first joining. Thereafter a copy shall be available for inspection upon request to a member of the Committee or may be found on the Club's website - [GBMC \(greenbeltmc.org.uk\)](http://greenbeltmc.org.uk)

26. SAFEGUARDING POLICY

Green Belt Motor Club has adopted and applies the Safeguarding Policy of Motorsport UK – <https://www.motorsportuk.org/the-sport/policies-guidelines/safeguarding/>

27. PRIVACY POLICY AND GENERAL DATA PROTECTION REGULATIONS

The Club's Privacy and GDPR policies can be found at [GBMC GDPR \(2018\) \(greenbeltmc.org.uk\)](http://greenbeltmc.org.uk)

28. SOCIAL MEDIA POLICY

Green Belt Motor Club has adopted and applies the Social Media Policy of Motorsport UK - Go to [Microsoft Word - 2021-03-17 Motorsport UK Social Media Policy](#)

29. SUSTAINABILITY POLICY

The Club has adopted and applies the policy provided by Motorsport UK – <https://www.motorsportuk.org/wp-content/uploads/2019/11/2019-01-01-motorsport-uk-environmental-policy.pdf>

30. DISSOLUTION

The Club may be dissolved by a Special General Meeting convened by direction of the Committee, or on requisition of the majority of the members. If the resolution of dissolution be duly passed the Committee shall forthwith liquidate the affairs of the Club, and if there be any surplus assets on realisation, these shall be disposed of by means of a donation to a registered motorsport charity.
