

CHILTERN'S CLOCK CLUB

RULES

1. NAME

- a) The name of the Club shall be the Chilterns Clock Club hereafter referred to as the Club.
- b) The address for correspondence shall be at the address of the Secretary or other agreed venue.

2. OBJECTIVES

The objectives of the Club shall be:-

- a) To meet for the purposes of carrying out repair and restoration of Horological items and discussion of matters of horological interest, mutual help and social purposes.
- b) To support, by such means as may be available to the Club, the promotion of horological interest.
- c) To organise demonstrations, lectures, etc. for Members of the Club.
- d) To provide a forum for the sale or exchange of horological items.

3. MEMBERSHIP

- a) A Full member is any person who is approved by the Committee and has paid their subscription or who holds an honorary membership.
- b) The Club may confer Honorary Membership of the Club on any Full Member who has rendered distinguished service to the Club, or to persons whom the majority of Members endorse at the Annual General Meeting.
- c) Only Full Members are eligible to hold office, or vote, at General Meetings.
- d) A Member may resign his/her Membership, but shall not be entitled to the return of any Club Subscription paid. He/she, however, shall be liable for any outstanding payments due to the Club.
- e) The Committee shall have the right to suspend, request the resignation, or terminate the Membership of, any Member whose conduct is deemed prejudicial to the interests of the Club, following a full inquiry.
- f) Suspension, requested resignation, or expulsion from Membership shall be effective only if voted for by two - thirds of the Committee.
- g) A Member who has resigned or whose resignation has been requested, or who has been removed from Membership, shall lose immediately all rights and privileges of the Club, and shall forthwith return to the Secretary any Club property he may hold.

4. SUBSCRIPTIONS

- a) Subscriptions will be payable twice yearly in advance of each term.
- b) Prospective new members and member's guests are welcome to attend for their first visit without first paying the subscription except for entrance fees for special events.

RULES continued

5. MEETINGS

- a) Each term will consist of approximately 13 meetings before and 13 meetings after Christmas.
- b) Meeting dates (generally Thursdays) will be subject to Public Holidays and availability of a Venue.
- c) An Annual General Meeting shall be held each year in the month of September during the first Club night of the Term.
- d) A Special General Meeting may be summoned by the Secretary at the request of the Committee, or at the request of eight registered Members of the Club, specifying the reason. Twenty-one clear days' notice shall be given of all General and Special Meetings.
- e) The Committee shall meet on an "ad hoc" basis

6. FINANCE

- a) The financial year of the Club shall commence on 1st September, and end on 31st August in each calendar year.
- b) A Club bi- annual subscription shall be payable by each Member, the amount to be agreed at the Annual General Meeting of the Club. These monies shall be held in a special account and used for the benefit of all Members.
- c) Honorary Members shall be relieved of the full payment of the Club's bi annual subscription, but shall possess the same rights and privileges as full subscribing Members, except where otherwise stated.
- d) The Committee shall have the right to charge additional entrance fees for competitions, social functions, and to raise funds for the Club for authorised purposes.

7. CONTROL, OFFICERS & COMMITTEE

- a) The affairs of the Club shall be under the control of a Committee of 5, consisting of Chairman, Secretary, Treasurer, Technical Officer and other members.
- b) Due to the small size of the Club a maximum of two posts may be held by any one individual.
- c) The Chairman's duty shall be to coordinate the development of policies and actions beneficial to the Club and preside at all General, and Committee Meetings of the Club.
- d) The Secretary's duties shall be to maintain a list of Members and summon and attend all General, Special, and Committee Meetings of the Club. He shall keep a correct record of the proceedings. He shall conduct correspondence and transact the business of the Club as required by the Committee.
- e) The Treasurer shall receive all monies, keep a proper record of receipts and payments and submit an audited account and balance sheet to the Members at the Annual General Meeting. He shall pay into the Club's Account all Club subscriptions and other monies received for this account, authorise payments from this account on joint signature of the two Officers of the Club.
- f) The Technical Officer shall recommend and manage the purchase of tools and consumables. The Technical Officer will also coordinate technical help.

RULES continued

- g) The election of the Chairman, Secretary, Treasurer, Technical Officer and Committee, shall take place at the Annual General Meeting.
- h) The Secretary shall invite nominations for these offices and Committee; the nominations must reach him at least seven days before the meeting date. If the number of nominations exceeds the number required, the election of candidates shall be by ballot, by those Members present at the Annual General Meeting.
- i) The Chairman may co-opt members to fill vacancies on the committee.

8. QUORUM

- a) The Quorum for General Meetings shall be 33.3% of the Club's full membership and for meetings of the Committee, three Members.

9. VOTING

- a) Voting shall be by the show of hands or paper ballot at the discretion of the Chairman. One vote shall be allowed each Member and the Chairman shall have a casting vote as well as a deliberate vote.

10. AGREEMENT

- a) A receipt for membership subscription shall be deemed to be agreement on the part of the Member to abide by all the Rules of the Club.

11. ALTERATION OF THE RULES

- a) Any alterations of these rules shall be made by the vote of a two-thirds majority of Members present at an Annual General Meeting, or Special Meeting. In the event of a Quorum not being achieved at an Annual General Meeting or Special General Meeting, where alterations to the Rules are proposed by the Committee, the Committee shall be empowered to make the alterations as proposed. Notice of intention to move alteration must be given in writing to the Secretary twenty-eight days before the date of such a meeting.
- b) The Secretary shall inform all members in writing of such proposed alterations at least fourteen days before such General Meetings.

12. WINDING UP OF THE CLUB

- a) In the event of the winding up of the Club all owned items will be sold and any proceeds and residual monies will be donated to charity after debts are cleared.