

# HIGHWORTH & SWINDON WALKING CLUB

## CONSTITUTION

### 1. NAME

The name of the club shall be HIGHWORTH & SWINDON WALKING CLUB, hereinafter called the Club.

### 2. OBJECTS

The objects of the Club shall be to:

- provide and publicise a programme of walks;
- encourage a greater appreciation of nature and the countryside;
- promote the preservation of the countryside and its rights of way;
- arrange social and cultural activities to promote good fellowship amongst its members.

The Club shall be non-political and non-sectarian.

### 3. RELATIONSHIP WITH OTHER BODIES

The Club shall be affiliated to the national Ramblers organisation.

### 4. MEMBERSHIP

Membership of the Club shall be open to any individual who accepts its constitution and pays the annual subscription.

Honorary membership may be awarded at an AGM for notable long term service to the Club, by approval of the majority of members present.

The Committee, as identified in 6 below, shall have the power to refuse membership to, or suspend or cancel membership of, any person. The Committee shall not be required to give reasons for refusing admittance to an applicant, or for cancelling the membership of any member. Members shall have the right to appeal in person to the Committee, with regard to any decision affecting them, provided that notice of such an appeal is submitted to the Committee in writing within seven days of notification of the decision.

Here, and in all of this Constitution, references to 'in writing' shall include electronic communications such as email.

### 5. SUBSCRIPTION

The annual subscription shall be set by the Committee after making a proposal at the AGM and reviewing input provided by the membership. The subscription shall be valid for one year, and shall be due on 1<sup>st</sup> April following the Club AGM. Two months shall be allowed for payment after which period the membership shall be deemed to have lapsed.

### 6. MANAGEMENT

The Club shall be managed by a Committee of up to eight persons drawn from the Club membership, comprising a Chairman, a Secretary or Membership Secretary, a Treasurer, plus at least three and up to five others, and all shall be elected at the Annual General Meeting for a period of two years. A member will normally serve for no more than 3 consecutive terms. Half the Committee should be due for re-election or replacement each year to ensure continuity of management. A Committee quorum shall be four of its members. The Committee shall have the power to appoint officers and to co-opt additional members as required. Such appointments will be subject to ratification at the next subsequent Annual General Meeting.

An Independent Examiner who is not a Committee member shall be elected at the Annual General Meeting to approve the Club's financial accounts. He/she shall have the right of access to the accounts of the Club at all reasonable times.

Officials and Committee members shall act in an honorary capacity, but shall be entitled to be reimbursed for all reasonable out-of-pocket expenses.

## 7. CLUB EVENTS

### (a) GENERAL

The various activities of the Club may be carried on by the establishment of sections for particular pursuits. A Sectional Secretary may be appointed to organise the programme for a Section, but any such programme must receive the prior approval of the Committee.

### (b) WALKS AND SIMILAR EVENTS

Volunteer walks leaders shall submit their proposed walks to the Club's Walks Co-coordinators. A walks leader is responsible for choosing and leading the walk and for observing guidance issued by the Committee to leaders.

Members taking part in these functions shall act in accordance with the direction of the leader and not leave the party without his/her knowledge.

The Club expects all walkers to follow the Countryside Code.

Neither the Club, nor any individual member thereof, shall be held responsible for any loss or injury sustained by a member or guest arising from his participation in Club activities. Members walk at their own risk and should be confident that they are fit and well enough to complete the walk as described in the walking programme. However, the Club shall provide first-aid equipment to walk leaders, first-aid advice to members, and shall encourage all walkers to carry emergency contact information.

Prospective new members are permitted to participate in three walks in the Club's programme, after which they will be expected to apply to join the Club.

Guests are welcome only at the discretion of the leader or the event organizer.

To avoid problems with other animals, stiles, etc dogs are not allowed on our specific country walks.

### (c) TRANSPORT

Car sharing to walks and other club events is encouraged and drivers may be reimbursed by other members directly by sharing running costs as a voluntary donation, not a fare.

## 8. FINANCE

### (a) GENERAL

The Club shall be non-profit making: - any available funds are to be used for the promotion of the objects of the Club.

The Committee shall direct and control all income and expenditure.

(b) ACCOUNTS

The financial year for the Club shall be from 1<sup>st</sup> January to 31 December.

The accounts shall be presented at each Annual General Meeting for members' comments, questions and approval.

9. DISSOLUTION

The Club shall be dissolved if at either an Annual General Meeting, or a Special General Meeting a resolution is passed calling for the dissolution of the club.

If at an Annual General Meeting or Special General Meeting it is decided by a least a two thirds majority of members present, to dissolve the Club, the committee shall at once, or on any date specified in the resolution, proceed to realize all assets and discharge all liabilities

After discharging all debts and liabilities, any remaining assets shall not be paid to members, but shall be given to any other local group promoting similar objectives to those of the Club.

10. MEETINGS

(a) ANNUAL GENERAL MEETING

An Annual General Meeting shall be held within three months following the end of the Club's financial year. The AGM venue should be in Highworth and Swindon in alternate years; in exceptional circumstances such as during a pandemic, the AGM may be held online provided that members participating can hear all the proceedings and speak. The AGM Quorum shall comprise one eighth of the Club's membership including 4 Committee members. The Chairman shall present a report on the year's activities and the Treasurer shall provide an approved balance sheet showing the year's income and expenditure.

Nominations for officers and members of the Committee may be made to the Chair or Secretary in writing prior to the meeting; such nominations must be signed by two members of the Club and have the consent of the nominees.

Notice of the meeting shall be sent to every member at least fourteen days before the date of the meeting. All members present, including Honorary Members, shall have a vote.

(b) SPECIAL GENERAL MEETING

This may be called at any time by the Chair or Secretary within thirty days of being requested, either by the Committee, or in writing by one-sixth of the Club's membership, who shall sign the requisition and state the purpose of the meeting. Members shall receive fourteen days' notice in writing of such meeting. The quorum for such meeting shall be the same as for an AGM.

11. CONSTITUTION

Any additions or alterations to the Constitution shall be made only at an Annual General Meeting or Special Meeting for which proper notice has been given to members. Any addition or alteration shall be effective only if approved by at least two-thirds of the members present and voting.

Approved at the Annual General Meeting held on 12/02/2024

Signed by the Club Chairman  
*Andrew Snowden, 12/2/2024*

Signed by the Club Treasurer  
*David Hazell, 12/2/2024*