



# Red Rose Caravan Club

# The Club Constitution

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## 1. NAME

1.1. The Organisation shall be known as the Red Rose Caravan Club hereafter referred to as **RRCC**

## 2. OBJECTS

2.1. The Objects of RRCC shall be:

2.1.1. To maintain a constitution and operation that ensure RRCC is eligible for an Exemption Certificate

2.1.2. To facilitate exchange of information amongst Members on matters of mutual interest

2.1.3. To provide any additional services which may be of benefit to Members

2.2.4 To Organise Rallies & Events

## 3. POWERS

3.1. In furtherance of the Objects but not otherwise, the RRCC Committee may exercise powers to:

3.1.1. draw up and amend Rules, code of conduct and Regulations for the operation and administration of RRCC

3.1.2. invite and receive subscriptions contributions and to raise funds where appropriate to finance the work of RRCC and to maintain a bank account(s) to manage such funds

3.1.3.[if holders of a paragraph 4 exemption certificate] appoint and remove Trustees of RRCC who are currently elected RRCC Committee members who may acquire interest in land by purchase lease or licence for the purpose of holding rallies or meetings as permitted by legislation or by Local Planning Authorities or for any other RRCC activities. There shall be not less than two or more than five Trustees

3.1.4. publicise and promote the work of RRCC

3.1.5. take any form of action that is lawful necessary to achieve the Objects of RRCC

3.1.6 award life time membership to deserving members

## 4. MEMBERSHIP

4.1. Membership of RRCC shall be open to Caravans, Motorhomes, Campervans & Tents (must be self-contained units)

4.2. Membership of RRCC shall be open to individuals and will be subject to terms and conditions as determined by the RRCC Committee (ref RCC Code of conduct)

4.3. Applications for membership must be made on the prescribed form and accompanied by the appropriate fee(s) together with any undertakings that may be required by the RRCC Committee Only Members detailed on the membership form will be eligible to vote and attend rallies with the RRCC

4.4. Members will be required to pay an Annual Subscription that shall become due and payable on the date set by the RRCC Committee

4.5. The Annual Subscription will be determined by the RRCC Committee and confirmed at each Annual General Meeting (AGM). The RRCC Committee may determine a single charge to be levied on initial application for membership or if membership has lapsed or been withdrawn and re-application to join RRCC is made

4.6. The RRCC Committee shall have the power to refuse membership without explanation

4.7. All Members of RRCC shall be deemed to have agreed to observe the Constitution, Code of Conduct and Rules

4.8. Members are expected to support RRCC by attending a least one rally throughout the season and a failure to do this will mean they are not eligible for membership renewal for the following season (unavoidable circumstances such as bereavement or illness will be considered by the committee if raised prior to the end of the RRCC camping season)

4.9. The RRCC Committee shall have the power to withdraw membership from a Member if it does not abide by the Constitution, Code of conduct or Rules of RRCC. Such withdrawal of membership will be notified in writing and will come into effect fifty-six days after the despatch of the notification. Any Member so notified may make representations to the RRCC Committee for further



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consideration within the fifty-six day period. The subsequent decision of the RRCC Committee will be final

4.10. Any Member whose annual subscription remains unpaid on the due date shall be deemed to have withdrawn from RRCC

## 5. COMMITTEE

5.1. All members of RRCC are eligible for election to the RRCC Committee

5.2. RRCC shall be managed by an RRCC Committee of up to 10 members who shall be elected at an Annual General Meeting to serve for a term that ends at the second Annual General Meeting following that during which they were elected

5.3. Nominations for vacant positions on the RRCC Committee may be made by the RRCC Committee or by a RRCC Member in a manner prescribed in the Rules and must be received by the RRCC Committee a minimum of twenty-one days before the Annual General Meeting

5.4. In the event of an RRCC Committee member vacating his post before the end of his term the person elected at the next Annual General Meeting shall only hold the post for the remainder of the term

5.5. The RRCC Committee shall appoint its members to such roles as it thinks fit. These must include Chairman, Secretary and Finance Officer

5.6. The RRCC Committee may carryout virtual meetings and where circumstances arise to prevent face to face meetings this may include the AGM

5.7. Any casual vacancy for an RRCC Committee member arising during the year may be filled by co-option by the RRCC Committee until the next Annual General Meeting at which time the co-opted member may seek election for the remainder of the term only

5.8. The RRCC Committee shall have the power to co-opt additional members to any or all of its meetings. Co-opted additional members may not vote

5.9. The RRCC Committee shall meet a minimum of three times each year

5.10. The RRCC Chairman shall have a casting vote

5.11. A quorum of the RRCC Committee shall be 5 elected members

## 6. FINANCE

6.1. The Financial Year of RRCC will run from [1st Jan to 31<sup>st</sup> Dec]

6.2. The Finance Officer shall be responsible for administering the RRCC funds and for operating the RRCC bank account(s)

6.3. The RRCC Committee shall appoint a competent person to examine the RRCC annual accounts and to prepare a report for presentation with those annual accounts

6.4. The Finance Officer shall present a full set of examined annual accounts each year at the Annual General Meeting (AGM)

6.5. RRCC Committee members and such persons as are approved by the RRCC Committee shall be reimbursed for travel and other reasonable expenses incurred on behalf of RRCC at rates agreed by the RRCC Committee

6.6. If the RRCC Committee considers it appropriate and without being under any duty to arrange insurance or any type or extent of insurance cover the RRCC Committee may arrange such insurances as it deems appropriate to cover the physical assets of RRCC and the liabilities at law of RRCC, its RRCC Committee members [and Trustees of RRCC whilst engaged upon the business of RRCC or activities on behalf of RRCC authorised by the RRCC Committee

## 7. GENERAL MEETINGS (AGM)

7.1. The Annual General Meeting of RRCC shall take place once per calendar year and not more than Eighteen months after the previous Annual General Meeting but before the end of the following calendar year. The time date and location of the next Annual General Meeting will be notified to Members no later than six calendar months prior to the meeting

7.2. Notices of Motion to the Annual General Meeting may be submitted by the RRCC members to the RRCC Committee and by any Member. Those from a Member must be received at least twenty-eight days before the meeting and will be added to the Agenda



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7.3. The business of the Annual General Meeting will follow an Agenda approved by the RRCC Committee and circulated along with copies of the Annual Accounts, a List of those Nominated for Election and Notices of Motion not later than fourteen days before the meeting

7.4. The Agenda must include approval of the minutes of the previous Annual General Meeting, approval of the Annual Accounts, approval of annual subscription proposal, resolution of any Notices of Motion and elections to vacancies on the RRCC Committee

7.5. An Extraordinary General Meeting shall be called upon instructions from the RRCC Committee or upon the written request of not less than 10% of the Membership setting out clearly the purpose for which the meeting has been called. A minimum of twenty-eight days' notice will be given to all Members of the date time and location of any such meeting

7.6. The RRCC Committee shall ensure minutes to be made for the purpose of recording the proceedings of each General Meeting

7.7. Voting by the Members will be by show of hands save that the Chairman of the meeting may determine that vote by secret ballot is appropriate and, in all cases, where there are more nominations than vacant posts on the RRCC Committee voting will be by secret ballot

## 8. ALTERATION TO THE CONSTITUTION

8.1. The Constitution can only be altered during an Annual General Meeting where the proposed alteration is an item on the Agenda or during an Extraordinary General Meeting where that is the purpose of the meeting and by a majority of three quarters of the Members at the General Meeting

## 9. INDEMNITY

9.1. Members of the RRCC Committee shall not be liable (other than as members of the RRCC for any loss suffered by RRCC as a result of the discharge of duties and/or activities authorised by the RRCC Committee except insofar as such loss arises from their wilful default and they shall be entitled to be indemnified by RRCC for authorised expenditure and financial liabilities necessarily incurred in the discharge of these duties and activities

## 10. DISSOLUTION

10.1. RRCC may only be dissolved during an Extraordinary General Meeting called for that purpose or during an Annual General Meeting where the dissolution is an item on the Agenda and by a vote in favour of not less than two thirds of the Members in attendance