

Constitution of the Morgan Sports Car Club Staffordshire Centre

29.03.2026

1. Name

The full name of the Centre shall be “The Morgan Sports Car Club Staffordshire Centre”

2. Objectives

- 2.1 To encourage contact between MSCC Members through organised events and meetings.
- 2.2 To afford MSCC Members such benefits and privileges as it may be possible to arrange.
- 2.3 To act according to the rules of the Morgan Sports Car Club Limited (MSCC)

3. Management

3.1 Authority and responsibility for the business of the Centre will be invested in **the Centre Committee (The Committee)**.

3.2 **The Committee** will consist of the following **Elected Officers**

Treasurer, Webmaster, Marketing Lead, Events Co-Ordinator, Membership Secretary, Committee Secretary. Details of each role is contained in the Appendix to the Centre Constitution.

3.3 The quorum for The Committee will be four **Elected Officers** present in person or remotely.

3.4 The Centre Committee will agree to co-opt other Centre Members to assist as when necessary.

3.5 Arrangements for Chairing and Frequency of Committee Meetings, Responsibility for Miscellany/Burple & Blatt Contributions will be agreed by **The Committee**.

4 Membership of the Centre

4.1 Membership shall be on the possession of a current **MSCC Membership Number** and payment of the annual membership fee in accordance with **article 5**.

4.2 New & returning members will be required to complete a current Membership form. Once accepted, members will be responsible for informing the Membership Secretary of any changes to their details by email, letter or submission of a current Membership form.

4.3 The Membership Secretary will maintain a register of Members details in accordance with MSCC GDPR policy and will distribute to other **Elected Officers**, edited lists that only contain information that is necessary for their function. The Membership Secretary will maintain a Directory of Members Details containing information that Members are content to have in the Member's Only Section of the StaffsMog Website.

5. Subscription of Centre Membership

5.1 The annual membership subscription shall be due on the 1st April (the due date”)

5.2 The annual membership for the year shall be determined at the AGM or at a specially convened EGM called in accordance with article **8.4**

5.3 If a subscription is not paid within 3 months of the due date, then membership will be terminated.

5.4 A member who joins in the three months preceding the end of the Centre Financial Year (CFY) will pay a full subscription and this will be deemed to be payment for the next CFY. In the event of an increase in the subscription being agreed then the difference will be due.

6. Centre Finances

6.1 The Centre will have a Bank Account, “MSCC Staffordshire Centre” administered by the Treasurer.

6.2 The Annual Accounts will be checked by a competent Examiner independent of the Treasurer.

6.3 Authority to release funds will be delegated to the Treasurer in accordance with the Budget agreed at the AGM, decisions of **The Committee** and reimbursement of reasonable, receipted expenses incurred by Members organising Centre Events.

7. Elections and Voting Rights for AGM/EGM

7.1 All candidates for positions and electors must be current MSCC and StaffsMog members.

7.2 Each individual named on a current MSCC membership are allowed one vote each.

7.3 StaffsMog Members may vote by Proxy by notifying the Committee Secretary at least 14 days prior to the Meeting.

8. General Meetings

8.1 **The Committee** will agree the venue and date of the A.G.M. and notify Centre Members by the Events Calendar and additional reminders.

8.2 The A.G.M Agenda will have, as a routine the following

Annual Election of Committee Members.

Report on & Approval of Accounts for previous Financial Year.

Approval of Budget and Subscription for Current Year.

8.3 Centre Members wishing to discuss issues, table motions etc should notify the Committee Secretary 14 days prior to the meeting in order that Centre Members may be notified in good time. Items may be submitted under Any Other Business and discussed subject to the approval of a majority of those present at the meeting.

8.4 **The Committee** can decide to, or be obliged to respond to a written request from 10 Centre Members to call an **Extraordinary General Meeting**.

9. Property.

9.1 **The Committee** will be responsible for the safe keeping of the records and equipment of the Centre.

9.2 In the event of the dissolution of the Centre all monies and equipment will be distributed in accordance with the decision of the General Meeting dissolving the Centre.

10. No Centre Member may receive a financial benefit from the activities of the Centre.

11. Amendments to the Constitution.

11.1 Amendments shall only be made at the A.G.M or an E.G.M. called under article **8.4**.

11.2 Such alterations shall become effective upon a majority vote of the eligible Centre Electors present.

11.3 Any Centre member may table an amendment not less than four weeks prior to the relevant meeting by notifying the Committee Secretary for inclusion into the Agenda to be circulated to StaffsMog members.

11.4 **The Committee** will notify MSCC of any amendments to the Constitution as a matter of courtesy.

Adopted at A.G.M. 29.03.2026

Appendix to StaffsMog Constitution 31.03.26

This appendix describes the roles of Elected Committee Members and is for guidance only

StaffsMog Centre Committee.

TREASURER

Custodian of Centre Finances, Banking, Accounts and reports on finances.

Lead on preparation, with the committee of a budget to be presented at AGM for current year.

WEBMASTER

Control of website, access to website, website costs, monitoring and making recommendations for the development of the website ongoing and in preparation of the budget.

Control of Whatsapp Groups, monitoring, reporting to committee any issues of concern with Whatsapp activity.

Monitoring compliance to Legal and MSCC GDPR requirements and advising members on compliance. Reporting to committee where appropriate.

MARKETING LEAD

Lead in publicising the activities of the Centre to potential members and the public, principally by organising attendance at selected car shows, or other events judged by the Lead to be appropriate.

To oversee the provision of suitable and sufficient marketing materials. To make recommendations as to the acquisition, upgrading and replacement of marketing materials ongoing, and in preparation of the budget.

EVENTS CO-ORDINATOR

To be the Lead for events by maintaining the Events Calendar with the Webmaster, publicising events and reporting on recent Events.

To lead the discussion the Committee and others the type of events, measures of success etc and strategies to encourage members to come forward with events.

To be the Focus for major events, e.g. Dinner Dance, Road Trips etc and to co-opt non committee members to assist in the organisation of such events.

Liaise with the Treasurer to ensure that any prospective Financial Commitment is acceptable.

Liaise with the Secretary to the Committee to ensure that any Risk Assessment / Insurance Notification / Sanction from MSCC etc is arranged in a timely manner for an Event.

MEMBERSHIP SECRETARY

Maintain a GDPR compliant register of Member's, their details and provide to the Treasurer, Events Co-ordinator, and Webmaster edited lists that only contain information that is necessary for their role.

To liaise with MSCC Member Manager at least annually that all Centre Members are also MSCC members.

To maintain the Centre Members Directory in accordance with Members wishes.

To confidentially disclose to individual Members what information we hold about them when requested to do so by that Member.

To contact potential new members when notified by MSCC Members Manager of new MSCC members in our area.

To be the initial point of contact for New Members

- I. Arrange for New Member to complete Membership Form, Pay Subscription. Add details to Membership Register and Directory. Circulate their details as above.
- II. Arrange for New Member to be introduced to existing Members at earliest opportunity.

SECRETARY TO THE COMMITTEE

The Secretary will ensure that MSCC policy/recommendations/advice/support etc is brought to the attention of the committee for discussion and agreed action.

The Secretary will arrange a calendar for committee meetings, agree agenda and produce the minutes.

The Secretary will organise a shared e-mail address to replace the "Centre Secretary" e-mail as a point of contact with MSCC / other Centres and the outside world.

To provide assistance and advice to Committee members.

To be Lead on development of Strategy for the Centre.