

## **THE COMPANIES ACT 2006**

A Company Limited by Guarantee and not having a Share Capital.

Extracts from the Memorandum and Articles of Association of the  
**CAERNARVONSHIRE & ANGLESEY MOTOR CLUB LTD.**

Company Registration Number 01863993.

The Memorandum and Articles of Association are available for inspection at the Registered Office or at the Secretary's Address.

### **1 TITLE**

The name of the Club shall be the **Caernarvonshire and Anglesey Motor Club Limited**.

### **2 LIABILITY**

The liability of the members is limited. Every member of the Club undertakes to contribute to the assets of the Club in the event of its being wound up whilst they are a member, or within one year afterwards, for payment of the debts and liabilities of the Club incurred before they cease to be a member; also, for the costs, charges and expenses of winding up. However, the amount of contribution required will be no more than one pound.

### **3 OBJECTS**

- (a) To further interest in motoring and motor sport.
- (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 and motor vehicles, and to report any proposed local action or scheme to Motorsport UK
- (d) To promote motor competitions in accordance with the Rules of Motorsport UK.
- (e) To arrange tours, lectures, and engage with members through social gatherings and other meetings.
- (f) To provide members with such benefits and privileges as it may be possible to arrange on their behalf.

### **4 CONSTITUTION**

**4.1** Any person shall be eligible for membership.

The membership shall consist of:

- (a) Ordinary Members
- (b) Family Members (a couple in a long-term relationship, together with any child under 18 years of age, all living at the same address)
- (c) Junior Members (under 18 years of age)
- (d) Honorary Members (elected in recognition of service to the Club)
- (e) Honorary Life Members (elected in recognition of long and distinguished service to the Club)

**4.2** Applications by persons under the age of 18 years must be countersigned by a parent or guardian.

**4.3** Any applicant whose subscription has been accepted through the membership system shall become a Provisional Member and be eligible to take part in Club events provided that their application has not previously been refused. Provisional Membership shall hold good only until the next meeting of the Committee after payment of the subscription by the applicant.

**4.4** Nominations for all Honorary Memberships must be submitted for approval at the Annual General Meeting (AGM).

## **5 MANAGEMENT**

The authority and responsibility for the transaction of the business of the Club for its management shall be vested in a Committee, who, in addition to the powers and authorities by these rules expressly conferred on them, may exercise all powers and do all acts in furtherance of the objects for which the Club is established and or is approved by the Club in a General Meeting.

## **6 HONORARY OFFICERS OF THE CLUB**

**6.1** The Club may have a Patron, a President, Vice-President(s), Chairman, Vice-Chairman, Treasurer/Company Secretary, Secretary, Competition Secretary and Membership Secretary and such other Officers as the members in General Meeting may from time to time deem necessary.

**6.2** Officers shall be elected annually at the Annual General Meeting (AGM) and shall hold office, subject to eligibility, until the next AGM. The Committee may fill any casual vacancy in any of the above offices.

**6.3** The retiring officers and other members of the Committee shall be eligible for re-election.

## **7 THE COMMITTEE**

**7.1** The Club shall have a Committee, the members of which shall be Directors.

**7.2** The Committee shall consist of:

- (a) The Officers of the Club (excluding the Patron and the Vice-Presidents);
- (b) A number of elected members, which shall be not less than eight and not more than twelve as determined by the Club in General Meeting.

**7.3** The Committee may from time to time appoint any member of the Club as a member of the Committee, either to fill a casual vacancy, or by way of addition, provided that the prescribed maximum is not exceeded. Any member so appointed shall hold office until the next AGM and shall be then eligible for re-election.

**7.4** Nominations for election of Officers and Committee may be made by any member of the Club and shall be sent in writing to the Secretary at least seven days before the AGM. Such nominations must be signed by the proposer and by each member nominated signifying that they are willing to be elected.

**7.5** At the AGM, one-third of the elected members of Committee, deemed to be a maximum of four, shall retire from office. Those to retire shall be the longest in office since the last election. A retiring member shall be eligible for re-election.

**7.6** The business of the Club shall be managed by the Committee, which may exercise all such powers as are not required to be exercised by the Club in General Meeting.

**7.7** The Committee may meet together for the conducting of the business of the Club as it thinks fit. Questions shall be decided by a majority of votes; the Chairman shall have a casting vote. Five members, including one officer, shall constitute a quorum.

**7.8** Each member present at a meeting of the Committee shall be entitled to exercise one vote by a show of hands. The Committee shall vote by ballot if any member present so demands. A vote of one third or more against any application for membership shall exclude the candidate from entitlement to membership.

**7.9** The office of a member of the Committee shall be vacated if the member:

- (a) ceases to be a member of the Club: or
- (b) without sufficient reason or without the consent of the Committee, absents themselves from three consecutive meetings of the Committee: or
- (c) becomes a member of the Committee of a neighbouring Motor Club; etc. (see Article 52 of the *Articles of Association* for other reasons for disqualification).

## **8 SUBSCRIPTIONS**

**8.1** The annual subscription for members other than Honorary Members shall be as determined by the Club in General Meeting from time to time, together with any entrance or joining fee applicable to new

members.

**8.2** No subscription shall be payable by an Ordinary Member who is also an Honorary Member. The long-term partner of such a person who is not themselves an Honorary Member shall be considered to be an Ordinary Member.

**8.3** A candidate for membership shall pay their first subscription at the time of applying for membership and if for any reason the Committee decides not to admit them, they shall be informed by the Membership Secretary and their subscription returned.

**8.4** The financial year of the Club shall end on 31st October and subscriptions for the ensuing year shall be payable on or before the 1st November.

**8.5** Any member of the Club who has not paid their subscription within one month of the date on which it became due shall be notified of the fact and, if one month thereafter still has failed to pay their subscription may, unless sufficient reason be shown to the Committee, be taken off the register of members forthwith.

**8.7** No member whose subscription is in arrear shall be eligible to take part in any competition promoted by the Club under the Competition Rules of Motorsport UK unless otherwise eligible.

## **9 RESIGNATION AND EXPULSION**

**9.1** A member wishing to resign their membership shall give notice in writing of such desire to the Membership Secretary on, or before, the date on which their subscription would have become due for renewal in any year.

**9.2** Any member violating any rule and/or regulation of the Club or being guilty in the sole opinion of the Committee of any action prejudicial to the good name of the Club, shall be invited to attend a meeting of the Committee to decide whether or not cause for expulsion, suspension or caution has arisen. At least seven days' notice in writing of such meeting shall be given to all concerned and the member shall be allowed to offer an explanation of their conduct verbally or in writing, and if two-thirds of the Committee members present and voting then vote in favour of their expulsion, suspension or caution, such decision shall be immediately effective.

**9.3** A member ceasing to be a member of the Club shall thereafter have no claim upon the property of the Club or to enjoy any of the privileges of membership, but they shall remain liable for the payment of any debts due to the Club by them and for one year after the cessation of membership they shall remain liable to have their name included in the list of contributors in the event of the Club being wound up.

## **10 USE OF CLUB NAME**

The name and address of the Club shall not be given by a member as their address for any trade, advertising or business purposes, or in connection with any legal proceedings.

## **11 GENERAL MEETINGS**

**11.1** The Club shall in each year hold a General Meeting as its AGM in addition to any other meetings in that year and shall specify the meeting as such in the notices calling it.

**11.2** The Annual General Meeting shall be held at such a time and place as the Committee shall decide.

**11.3** All General Meetings other than Annual General Meetings shall be called Extraordinary General Meetings.

**11.4** The Committee may convene an Extraordinary General Meeting and such meetings may also be convened on such requisition as provided by Section 303 of the Companies Act 2006.

**11.5** An AGM and a meeting called for the passing of a Special Resolution shall be called by twenty-one days' notice in writing and every other General Meeting by at least fourteen days' notice in writing.

**11.6** When Members wish a 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 at least 14 days before the date of such meetings, so that it may be included in the agenda.

**11.7** A copy of the agenda shall be made available to each member at least five days prior to the meeting, but the fact that any member has not received a copy of the agenda shall not invalidate the proceedings.

**11.8** No business which is not included in the agenda shall be discussed at the meeting unless every member present is in favour thereof. 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.

**11.9** No business shall be transacted at any General Meeting unless a quorum is present, unless the meeting is one that has been reconvened as described in Article 25 of the *Articles of Association*. Twelve members present in person shall be a quorum.

**11.10** No member shall be entitled to be present or to vote at any General Meeting unless all subscriptions and other moneys (if any) in respect of their membership have been paid. No member shall be entitled to vote by proxy.

**11.11** Every member shall have one vote, but in the case of an equality of votes the Chairman of the meeting shall be entitled to a second or casting vote.

## **12 ACCOUNTS**

**12.1** The Committee shall cause proper records of accounts to be kept with respect to:

- (a) All sums of money received and expended by the Club and the matters in respect of which receipts and expenditure take place.
- (b) All sales and purchases of goods by the Club.
- (c) The assets and liabilities of the Club.

**12.2** At least once in every year the accounts of the Club shall be examined, and the correctness of the income and expenditure account and balance sheet ascertained by one or more properly qualified accountant.

**12.3** A copy of every balance sheet (including every document required by law to be annexed thereto), which is to be laid before the Club in General Meeting, together with a copy of the Directors' Report, shall be ~~sent~~ made available to every member of the Club not less than seven days before the date of the meeting.

## **13 AUDIT**

**12.4** The Club qualifies as a small company and complies with the conditions for exemption from audit under Sections 477 and 478 of the Companies Act 2006. However, members may request an audit as described by Section 476 of the Act.

## **14 NOTICES**

A notice may be served by the Club upon any member either personally or by sending it through the post in a prepaid letter to their address as appearing in the Register of Members.

## **15 ACCEPTANCE OF RULES**

Entry into any class of membership of the Club shall be deemed to indicate acceptance by the member of the *Articles of Association* with any alterations thereto, as the Rules of the Club. A copy of the Rules will be made available on the Club website.

## **16 ALTERATIONS AND ADDITIONS TO THE RULES**

Alterations and additions to these Articles may only be made by special resolution as prescribed by Section 21 of the Companies Act 2006.

## **17 EVENTS**

All motor competitions organised by the Club shall be held under the rules and requirements of Motorsport UK.

Any Member convicted of an offence arising out of being in charge of a motor vehicle in any Club event or on Club business shall be thereupon liable to expulsion from the Club under Rule 9.

## **18 SAFEGUARDING POLICY**

The Club has adopted Motorsport UK's Safeguarding Policy, which will be available on the Club and Motorsport UK websites.

## **19 GENERAL DATA PROTECTION REGULATION (GDPR)**

The Club shall comply with the General Data Protection Regulation and the Data Protection Act 2018 and publish a Privacy Notice, which will be available on the Club website.

## **20 SOCIAL MEDIA**

The Club has adopted Motorsport UK's Social Media Policy, which will be available on the Club and Motorsport UK websites.

## **21 CODE OF CONDUCT**

Members must ensure they abide by the rules and regulations of the Club and Motorsport UK and:

- a. conduct themselves in a proper manner at all times, in the best interests of UK motor sport
- b. respect the decision of event officials
- c. treat all competitors, marshals and officials equally with respect
- d. maintain the highest standards of driving behaviour
- e. not discriminate against individuals 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 the National Court.

## **22 DISSOLUTION**

**22.1** The Club may be dissolved by a Special General Meeting convened by direction of the Committee, or on the requisition of the majority of the members.

**22.2** If, upon the winding up or dissolution of the Club there remains, after the payment of all debts and liabilities, any assets whatsoever, the assets shall not be paid to or distributed amongst members of the Club, but shall be given or transferred to some other organisation(s) having similar aims and objectives; such organisation(s) to be determined by the members of the Club at, or before, the time of dissolution.

**22.3** If a suitable organisation or organisations cannot be identified, then the assets shall be donated to an approved charity.