

Gay Classic Car Group

Constitution (2015)

1. Name

- 1.1 This is the Constitution of the Gay Classic Car Group.
- 1.2 That name shall be the property of the Gay Classic Car Group. No other person may use it without the express permission of the National Committee of the Gay Classic Car Group.

2. Glossary

In this constitution the following terms shall have the meaning ascribed to them:

- AGM – annual general meeting.
- Region – a geographical area designated by the National Committee as an administrative area for GCCG purposes.
- Area Organiser – a member formally recognised by the National Committee as the leader of the GCCG's activities within a region.
- EGM – extraordinary general meeting.
- Executive Officers – the Chairman, Treasurer, General Secretary and Membership Secretary of the GCCG, who are also members of the National Committee.
- Gay – the word 'gay' in the name of the GCCG and in this constitution shall be deemed inclusive of gay men, lesbians, bisexuals and transgender men and women.
- GCCG – Gay Classic Car Group.
- National Committee – the primary executive organ of the GCCG, responsible for the planning, execution and oversight of its activities.
- Founder – an honorary title and office granted to Mr Ian Roberts, in recognition of his role in establishing the GCCG.

3 Notices

Where this Constitution stipulates that notices or other communications ('notices') shall be in writing,

- 3.1 When sent on behalf of the GCCG that stipulation shall be satisfied also where they are sent by electronic mail ('email') to the addressee's email address last notified to the Membership Secretary of the GCCG. The same shall apply to notices sent calling meetings of the National Committee.
- 3.2 Where notices are to be given to one of the Executive Officers, they shall be deemed to have been given, in the case of notices sent by post, on the date when they are received at

the GCCG's postal address and in the case of notices sent by email, when they are received at the relevant Executive Officer's official email address current at the time the notices were sent.

4. Purpose and Objectives

- 4.1 The GCCG shall be a national voluntary membership association established to encourage and facilitate the use and enjoyment of classic cars by its members in a gay-friendly social environment.
- 4.2 To this end it may, for example, organise events and meetings, publish a website and a magazine, and maintain a social media presence.
- 4.3 In particular the GCCG recognises the importance of an active regional presence to its vitality and success. To this end it may promote and support regional activities through a network of Area Organisers.

5. Membership

- 5.1 Membership of the GCCG shall be open to persons who have attained the age of sixteen years.

Power to refuse membership

- 5.2 The National Committee shall have the power to refuse membership to any prospective member at its discretion. The National Committee shall not exercise this power unreasonably.

Conditions of membership

- 5.3 It shall be a condition of membership that every member:
- shall be bound by this Constitution and by any rules of membership made from time to time;
 - pay any subscription required and have no membership rights otherwise;

and, in the reasonable opinion of the National Committee,

- conduct themselves reasonably and courteously in the context of GCCG activities;
- not act in any manner that brings the GCCG into disrepute.

Categories of membership

- 5.4 There shall be three categories of membership:

- **Ordinary Membership** – which status may also be extended to a spouse, a civil partner or one partner of an Ordinary Member, who shall have full rights of membership as if they themselves had joined as Ordinary Members providing the relevant Ordinary Member shall have given written notice to the Membership Secretary to register them and there has been no written request by that Ordinary Member for the registration to be cancelled.
- **Honorary Membership** – which may be granted to such persons as the National Committee shall think fit and includes the Founder. Honorary Members shall be accorded the same rights and privileges as Ordinary Members, but shall not be required to pay an annual subscription. Since Honorary Membership is a status granted at the discretion of the National Committee, it may be withdrawn at any time.
- **Temporary Membership** – which may be granted to persons wishing to attend an event organised by the GCCG where the National Committee considers it is in the interests of the GCCG for such temporary membership status to be conferred. The duration of any Temporary Membership so granted shall be as determined by the National Committee. Temporary Members shall not be required to pay any subscription.

Register of members

- 5.5 The Membership Secretary shall maintain a register of members. Membership data shall be held securely in accordance with any relevant law and shall be used solely for GCCG purposes.

Power to revoke membership

- 5.6.1 The National Committee shall have the power to revoke the membership of any Member.
- 5.6.2 The National Committee shall not exercise this power unreasonably and in particular without having given the member concerned the opportunity to make written representations to the National Committee.

Membership subscriptions

- 5.7.1 The annual subscription for each category of membership shall be as determined from time to time by the National Committee subject to approval at the next following AGM or, if earlier, at an EGM called for that purpose.
- 5.7.2 Such subscription as shall be required shall be payable upon joining and thereafter as determined by the National Committee.
- 5.7.3 Members of the National Committee and Area Organisers shall be exempted from the obligation to pay an annual subscription while they hold office. This exemption shall commence with their subscription next falling due after they take office and cease with effect from their subscription next falling due after they leave office.

6. Management – the National Committee

Purpose and powers

- 6.1 The GCCG shall be managed by the National Committee, which shall have full administrative and management powers.
- 6.2 These powers shall include all such powers of delegation as the National Committee shall consider appropriate, including the power to appoint alternates temporarily where specified officers of the GCCG are unavailable to carry out the functions ascribed to their office by this Constitution.

Special power of the National Committee to suspend resolutions passed at general meetings

- 6.3.1 The National Committee shall have the special power to suspend any resolution adopted at any general meeting that it shall subsequently deem unworkable or otherwise detrimental to the best interests of the GCCG.
- 6.3.2 Such suspension shall last only until the next AGM, when the National Committee shall account to the membership for its decision to exercise this special power. The meeting shall then vote on whether to reinstate the suspended resolution in full force and effect for the future or to ratify its suspension and revoke it for the future. Where the meeting votes for the reinstatement of the resolution, the National Committee shall have no power to suspend it for a second time.

Composition of the National Committee

- 6.4 The National Committee shall comprise at least four persons including a Chairman, a General Secretary, a Treasurer and a Membership Secretary plus such other committee members as shall be elected at an AGM or co-opted under the provisions set out below.

Co-option onto the National Committee

- 6.5.1 Additionally the National Committee may at any time and at its own discretion co-opt one or more members to serve on the committee alongside the elected members. Co-opted committee members shall have the same powers and voting rights as elected members.
- 6.5.2 Co-opted committee members' terms of office shall run only until the next AGM following their co-option, when they must either stand down or stand for election. Co-opted members who stand down without offering themselves for election or who stand for election unsuccessfully shall not be co-opted back onto the National Committee prior to the next following AGM.

Proceedings of the National Committee

- 6.6 The National Committee shall meet as often as it shall consider necessary, subject only to it meeting not less than twice in any calendar year.

- 6.7.1 The General Secretary shall call a meeting of the National Committee either on their own authority, or at the direction of the Chairman or at the written request of at least one half of the members of the committee.
- 6.7.2 The required meeting shall then be held within 30 days of the giving of the direction or receipt of the request, as appropriate, except where a quorum cannot be obtained within that timescale when the meeting shall be held as soon as practicable thereafter.
- 6.8 The General Secretary shall give notice in writing of the meeting to the other committee members and to any other persons entitled to attend at least seven days in advance of the date of the meeting.

Quorum and Chairing

- 6.9 A meeting of the National Committee shall be quorate if it is attended by at least one half of the members of the committee subject always to not less than three members of the committee being present. No votes may be taken, nor binding decisions made, at an inquorate meeting.
- 6.10 Ordinarily the Chairman shall chair meetings of the National Committee. In the Chairman's absence those committee members present shall elect, by simple majority, an acting chairman from amongst their number for the duration of that meeting only and before any other business is considered.

Voting

- 6.11.1 In all matters each member of the National Committee shall have one vote only. Decisions shall be taken by simple majority of the votes cast.
- 6.11.2 Members of the National Committee must declare any personal or financial interest they may have in any matter under consideration by the committee. They may contribute to any discussion but shall not vote on the matter concerned.
- 6.11.3 In the event of a tied vote the Chairman or, where the Chairman is not present, the acting chairman of the meeting shall have an additional casting vote.

Record-keeping

- 6.12.1 The General Secretary shall attend any meeting of the National Committee and keep an accurate record of the proceedings of the meeting.
- 6.12.2 In the General Secretary's absence, the chairman of the meeting shall direct another committee member to keep such a record and pass it to the General Secretary within one month of the date of the meeting.
- 6.12.3 The General Secretary shall circulate the record of the proceedings to all members of the National Committee, the Founder and any Area Organisers then in post.

Other persons entitled to attend meetings of the National Committee

- 6.13 The Founder and any Area Organisers then in post shall also be entitled to attend meetings of the National Committee ex-officio, but not to vote unless they shall also be members of the National Committee.

Meetings by other means

- 6.14.1 A resolution approved in writing by a majority of the members of the National Committee shall be as effective as if it had been passed at a meeting of the National Committee, providing written notice of such proposed resolution has been given to all members of the National Committee.
- 6.14.2 Such resolution may consist of several documents in like form each either signed by one or more members of the National Committee or sent by email to the General Secretary from the relevant member's email address.

7. General meetings

- 7.1 There shall be two types of general meeting:

- Annual General Meetings
- Extraordinary General Meetings

Matters applicable to all general meetings

Quorum

- 7.2 A general meeting shall be quorate where twenty members entitled to vote are present.

Failure of notice

- 7.3 Neither the inadvertent or accidental failure to give notice of a general meeting to any member, nor the non-receipt of such notice by any member, shall, of itself, invalidate the proceedings of any general meeting.

Attendance and voting rights

- 7.4.1 Ordinary Members and Honorary Members, but not Temporary Members, shall be entitled to attend general meetings and vote
- 7.4.2 In the event of a tied vote, the Chairman shall have an additional casting vote

Proposal of Motions

- 7.5 Motions to be considered at a general meeting shall require both a proposer and a seconder, both of whom shall be members eligible to vote on the motion.

Voting

- 7.6 Excepting motions proposing amendments to this Constitution, a simple majority vote shall determine whether a motion is passed. Where the vote is tied the Chairman shall exercise a casting vote

Annual General Meetings

- 7.7 There shall be an AGM held on such a date and at such location as the National Committee shall decide, but the interval between such meetings shall be not less than 10 months nor more than 14 months.
- 7.8 The General Secretary shall give all members eligible to vote at least 60 days notice of the date of the AGM.
- 7.9 GCCG members must give the General Secretary not less than 35 days' notice in writing of any items they wish to have added to the agenda for the AGM.
- 7.10 The General Secretary shall then give each member eligible to vote not less than 21 days' notice in writing of the date, time and location of the AGM, including an agenda, a set of verified annual accounts, reports as available of the members of the National Committee and any other relevant documents.
- 7.11 The business of the AGM shall include the election of the Executive Officers and of other members of the National Committee, the presentation of the verified annual accounts for the previous year, the appointment of accountants and the settlement of their remuneration, and any matters on the agenda or raised by members under 'any other business'.
- 7.12 The General Secretary shall take minutes of the AGM and shall send them to all members within 60 days of the date of the AGM. The minutes shall also be published on the GCCG website.

Extraordinary General Meetings

- 7.13 The General Secretary shall call an EGM at the direction of the National Committee.
- 7.14 Alternatively, the General Secretary shall call an EGM on receipt of a request in writing signed by not less than fifty members entitled to vote stating the object of the required meeting and setting out the specific wording of all motions to be proposed at that meeting. The meeting shall then be held within two months of receipt of the request.
- 7.15 Alternatively, the General Secretary may call an EGM on his or her own authority.
- 7.16 The General Secretary shall give all members eligible to vote not less than 21 days notice in writing of the date, time and location of the meeting, also stating the object of the meeting and including any relevant papers.

7.17 The General Secretary shall take minutes of the EGM and shall send them to all members within 30 days of the date of the EGM. The minutes shall also be published on the GCCG website.

8. Elections to office and resignation or removal of office holders

Frequency of elections and duration of term of office

8.1 Elections shall be held at each AGM.

8.2 Subject to clause 8.11 below, the Executive Officers and other members of the National Committee shall hold office from the end of the AGM at which they were elected until the end of the following AGM and shall be eligible for re-election without limit as to the number of terms served.

Eligibility

8.3.1 Candidates for election to the National Committee shall be members who have been Ordinary Members or Honorary Members for at least one year prior to the date of their nomination.

8.3.2 Temporary Members shall not be eligible to stand for election.

Nomination procedure

8.4 The following provisions relating to the nomination and election of members of the National Committee shall apply to candidates who are not currently members of the National Committee standing for re-election.

8.5 Nominations of candidates for election to the National Committee shall be proposed and seconded in writing. Both the proposer and the seconder shall be Ordinary Members or Honorary Members who have been members for at least one year prior to the date of the nomination.

8.6 The nomination shall also include the candidate's written acceptance of the nomination and a short personal statement of suitability.

8.7 Nominations for election to the National Committee must be received by the General Secretary at least 35 days prior to the AGM at which the nominee seeks election.

8.8 The General Secretary shall reject any nomination that does not satisfy these criteria.

At the AGM

8.9 A candidate who is not a currently a member of the National Committee standing for re-election must attend the AGM. If such a candidate does not attend the AGM his or her nomination shall lapse and shall not be put to the meeting.

Resignation of Executive Officers and other members of the National Committee

- 8.10 Excepting the General Secretary, the Executive Officers and other members of the National Committee may resign their office or position by writing to the General Secretary.
- 8.11 Any member of the National Committee who for whatever reason, ceases to be either an Ordinary Member or an Honorary Member, shall be deemed to have resigned from and automatically cease to be a member of the National Committee.
- 8.12 Any member of the National Committee who resigns, or is deemed to have resigned, their position shall, within one calendar month:
- surrender to the General Secretary any GCCG property or records in their possession;
 - destroy any copies of such records held by them and confirm to the General Secretary in writing that they have done so.
- 8.13 The General Secretary may resign his or her office by writing to the Chairman, and within one calendar month:
- surrender to the Chairman any GCCG property or records in their possession;
 - destroy any copies of such records held by them and confirm to the Chairman in writing that they have done so.

9. Amendments to the Constitution of the GCCG

- 9.1 Amendments to this Constitution shall be made only at an EGM, which may be held in conjunction with an AGM.
- 9.2 Motions proposing such amendments shall require the approval of not less than two-thirds of the members present and eligible to vote. This approval shall be shown by the outcome of a vote only.

10. Finance

- 10.1 A general fund shall be maintained from income. This fund shall be examined annually and the verified accounts presented at the next AGM.
- 10.2 The National Committee shall approve all heads of expenditure and may do so by setting budgets or allocating funds for particular purposes.
- 10.3 All payments out of the general fund shall be authorised by at least one of the four Executive Officers.

11. Regional presence

- 11.1 A Region may be established at the instigation of the National Committee or at the request of local members with the approval of the National Committee.
- 11.2 The GCCG's presence in a Region shall be led by an Area Organiser.
- 11.3 Area Organisers shall be appointed by the National Committee, be bound to follow its directions where given and may be removed by it, such power not to be exercised unreasonably. Area Organisers may also resign their positions by writing to the General Secretary.
- 11.4 Within one calendar month of resigning, or being removed as above, Area Organisers shall,
- surrender to the General Secretary any GCCG property or records in their possession
 - destroy any copies of such records held by them and confirm to the General Secretary in writing that they have done so.
- 11.5 Members are encouraged to organise activities on behalf of the GCCG. However, no activity shall be recognised as a GCCG activity unless it is:
- organised by a GCCG member; and
 - authorised in advance by either the relevant Area Organiser or the National Committee; and
 - open to all GCCG members; and
 - publicised via the official GCCG website or any official publication approved by the GCCG
- 11.6 Activities not satisfying all of these criteria shall not be represented as being GCCG activities, nor shall the GCCG incur any liability in respect of them, however this may arise.

12. Dissolution

- 12.1 The GCCG shall be dissolved on the adoption of a resolution at a general meeting providing for that action to be taken, whereupon the National Committee shall forthwith liquidate the assets of the Group, settle any liabilities insofar as the assets permit and distribute any residual funds to the membership. Such distribution shall be made either as directed by the resolution or, in the absence of such direction, as the National Committee shall think fit.
- 12.2 Where dissolution is required in consequence of the transition of the affairs of the GCCG to a different legal entity as previously approved by the membership at a general meeting, then the assets of the GCCG shall be transferred to that different entity which shall also assume responsibility for the liabilities of the GCCG.