

Aldgate Ward Club



Club Rules

Contents

Contents	1
Club.....	2
Members	2
Entrance Fee and Subscription.....	2
Payment of Subscriptions	2
Subscriptions in Arrear	2
Property, Funds and Assets of the Club.....	3
Members' Rights	3
Election of Members.....	3
Committee Meetings.....	3
Special Committee Meetings	3
Emergency Meetings	3
Business at Meetings.....	4
Officers of the Club	4
Committee.....	4
Annual General Meetings	5
Resolutions at Annual General Meetings	5
Voting	5
Independent Examiner	5
Privileges and Duties of Members	6
Complaints	6
New Rules or Alteration of Rules	6
Suspension of Rules.....	6
Annual Dinner.....	6
Miscellaneous	6

Club

1. The name of the Club is the Aldgate Ward Club ('the Club')
2. The objects of the Club are to provide from time to time a central, convenient and inexpensive Club within the Ward of Aldgate in the City of London, or as near thereto as the Committee for the time being shall decide, where meetings may be held to promote friendship and the discussion of topics of local and general interest exclusive of those of a religious or political nature.

Members

3. The Club shall consist of Life Members, Members and Honorary Members.
4. The category of 'Life Member' has now been discontinued, but such members elected to that category before the 10th November 1998 continue to enjoy the privileges associated therewith.
5. A candidate for membership shall be an adult person who:
 - a. resides in; or
 - b. owns or leases property in; or
 - c. works in; or
 - d. has an interest in;the Ward of Aldgate.
6. The Alderman of Aldgate Ward shall be invited to be the Patron of the Club with the privileges accorded to an Honorary Member, but with full voting rights.
7. The Club may nominate and elect any person as an Honorary Member of the Club, provided that such nomination has been approved by the Committee.
8. An Honorary Member is not required to pay an Entrance Fee or Subscription, and is not entitled to vote.

Entrance Fee and Subscription

9. Each person, on election to the Club, shall pay an Entrance Fee and an Annual Subscription. Both sums shall be determined from time to time by the Committee and approved by the Members at the Annual General Meeting.
10. No Member shall be admitted to any of the privileges of the Club until the Entrance Fee and Subscription due on election have been paid. If an amount due from any member on election is not paid within one calendar month from the date of any notice to the member requiring payment, the election of such member shall consequently be nullified.

Payment of Subscriptions

11. All Subscriptions are due and payable on 1st January annually, after which day, no notice of withdrawal (which must be in writing and addressed to the Honorary Secretary) shall exempt a Member from the payment of the current year's subscription.

Subscriptions in Arrear

12. In the event of a Member failing to pay his Subscription for six months after the same is due, the Honorary Secretary shall give him notice to pay the same within a month and, if the Subscription is not paid by the time stated, his name shall be removed by the Committee from the List of Members, but the Committee shall have the right to hear any explanation from the Member and, in its discretion, to reinstate him after payment of the Subscription arrears should such explanation be satisfactory.

Property, Funds and Assets of the Club

13. The property, funds or other assets of the Club shall be deposited in a suitable financial institution, duly authorised and regulated by the Financial Services Authority for that purpose, in the joint names of the Honorary Secretary and Honorary Treasurer for the time being, such names to be accepted by that financial institution by resolution of the Committee of the Club and by way of the mandate required by that financial institution. The Committee shall have power to nominate one or more Past Presidents to sign cheques in the absence of one or both of the Honorary Secretary or Honorary Treasurer.
14. Any property of the Club shall be fully insured in the joint names of the Honorary Secretary and the Honorary Treasurer or such Past Presidents as the Committee shall from time to time determine, for the benefit of the Club.

Members' Rights

15. No Member shall have any claim or proprietary rights whatsoever in the property, funds or assets of the Club.

Election of Members

16. Each candidate for Membership of the Club shall complete an application form prescribed for that purpose by the Committee. Such form must give the full name of the candidate, his address in the Ward (or his usual residential address if not residing in the Ward) and occupation. The form must be signed by the candidate confirming his willingness to become a member of the Club and endorsed by the candidate's Proposer and Secunder. The completed form should then be submitted to the Committee for its approval, or otherwise. The Committee may require the attendance of the Proposer and / or the Secunder at any Committee Meeting at which the application is considered. No candidate whose application has been declined may be proposed again for Membership within twelve months unless the Committee decides otherwise.
17. The Honorary Secretary shall inform a new Member of his election and furnish him with a copy of these Rules and such other information as appropriate.

Committee Meetings

18. The Honorary Secretary shall summon the Committee to meet in the evening on the first Tuesday of January, March, July and October, or on such other days and times as the Committee may determine. Confirmation of minutes and election of Members shall only be received on the above dates. The quorum for the Committee shall be six.

Special Committee Meetings

19. The Honorary Secretary shall, upon receiving a requisition signed by not less than six Committee Members, summon a Special Committee Meeting of which at least seven clear days notice must be given.

Emergency Meetings

20. The President, or any six members of the Club, may instruct the Honorary Secretary to summon an Emergency Meeting of the Members of the Club in such manner and at such time (without prejudice to the provisions of Rule 18 above) and such place, within the Ward of Aldgate, or as near thereto as the Committee for the time being shall decide, and for such purpose as may be deemed expedient.

Business at Meetings

21. The Chairman for all Meetings shall be the President elected under Rule 26 or failing him the Immediate Past President or failing him a Member elected by a majority of those present at the Meeting and entitled to vote.
22. An Agenda for each meeting of the Club or Committee shall be prepared by the Honorary Secretary and circulated at least fourteen clear days prior to the date of such meeting to Members who are entitled to attend such Meetings. No other business shall be considered by that Meeting, except with the consent of the President.
23. The quorum for any General Meeting of the Members of the Club is six members, all of whom are present and entitled to vote.
24. The order of proceedings entered on the agenda at every Meeting of the Club shall be in the absolute discretion of the Chairman of the Meeting.
25. No vote or ballot shall be taken unless at least six Members entitled to attend and vote at that Meeting are present.

Officers of the Club

26. The Officers of the Club shall consist of the President, Senior Vice-President, Junior Vice-President, Honorary Secretary, Honorary Treasurer, Honorary Chaplain, Honorary Social Secretary who are Members and have not joined the Club under Rule 41 dealing with Suspension of Rules subsequent to the 4th January 1927. Such Officers shall be elected at the Annual General Meeting to be held in February according to Rule 34.
27. Nomination for every office and as a member of the Committee (except the Immediate Past President, who, after occupying the Chair for one year; shall assume that position and designation without nomination), shall be made in writing by the Proposer and Seconder and shall include a statement from the nominee as to his willingness to act if so elected, and shall be delivered to the Honorary Secretary not later than the day before the date of the January Committee Meeting each year. A list of the candidates (all of whom shall have served on the Committee) for the office of President or any other office shall be given at the Annual General Meeting following and, if there is more than one candidate for any vacancy as Officer or for Committee, an election(s) shall be held by ballot. The vote will be taken, in person, by Members present. In the event of a tie in the votes cast the Chairman shall have a second vote in any ballot. In the event of a candidate not wishing to act, the candidate with the next highest number of votes shall be deemed to be elected.

Committee

28. The Committee shall consist of the Officers of the Club as set out in Rule 26 above and six other elected Members. Six Members who are entitled to vote at Committee Meetings shall form a quorum.
29. The six other Members referred to above shall be elected annually by ballot at the Annual General Meeting. Any casual vacancies occurring during the year may be filled by the Committee.
30. No Member who has served on the Committee for three successive years shall be eligible for re-election until twelve months after the end of his third term unless no candidate can be found who is willing to act as a Committee Member.
31. Any Patron(s), whilst they remain Member(s), shall be an *ex-officio* Member of the Committee with full voting rights.
32. Past Presidents of the Club, whilst they remain a Member, shall be *ex officio* members of the Committee for a period of five years after their year as President.

33. The Ward Deputy or his chosen representative be an *ex officio* Member of the Committee and be asked to report, to the Committee at their meetings or direct to the Honorary Secretary, all significant matters and items that become known to him from Council or any other source in connection with his office as Ward Deputy that will affect the Club.

Annual General Meetings

34. The Annual General Meeting of the Club shall be held on the first Thursday or such other day in February as the Committee shall appoint, for the following purposes:
- a. To receive from the Committee:
 - i. A report of the general condition of the Club during the preceding year to 31st December.
 - ii. A Financial Statement showing the Income and Expenditure of the Club for the previous year to 31st December together with a Balance Sheet showing the financial position of the Club at that date.
 - iii. A list of the retiring Committee, showing each Members' attendances, and indicating which Members do not offer themselves for re-election, together with a list of Members willing to serve on the Committee for the ensuing year.
 - b. To receive a Report from the Independent Examiner in accordance with Rule 37.
 - c. To elect the President, Senior Vice-President, Junior Vice President, Honorary Secretary, Honorary Treasurer, Honorary Chaplain, Honorary Social Secretary and six other Members to serve on the Committee for the ensuing year.
 - d. To appoint an Independent Examiner for the ensuing year.
 - e. To decide on any Resolution affecting the Club which may be duly submitted to the Meeting as hereinafter provided.

The reports, statements and information referred to under Rule 34 shall be printed and be available for each Member at the Annual General Meeting. Reports, statements or information not available to be sent with the Agenda shall be printed and made available to Members prior to the commencement of the Meeting.

Resolutions at Annual General Meetings

35. No Resolution other than those necessary to comply with the provisions of Rule 34 shall be proposed at an Annual General Meeting, unless a notice signed by the Member who proposes to move it and the Seconder to the proposal, stating its terms, shall have been delivered to the Honorary Secretary twenty-one clear days before the first Tuesday or such other day in February as the Committee shall appoint for the Annual General Meeting and such resolution shall be recited in full, with the name of the Proposer and Seconder on the Agenda for the Annual General Meeting.

Voting

36. No Member who is in debt to the Club under Rule 12 shall be entitled to vote at any Meeting.

Independent Examiner

37. Every year a suitable person who is not a Member of the Committee shall be appointed as Independent Examiner of the financial statements of the Club. He shall report to Members at the Annual General Meeting and shall state within his report that all balances have been checked and that financial statements have been checked and are in accordance with the books and records of the Club. The examination will not be deemed an audit

Privileges and Duties of Members

38. A Member may introduce friends as Visitors at Ordinary Meetings of the Club, and every Member shall sign his name and write the name of the Visitor introduced by him in a book provided by the Honorary Secretary for that purpose. No Visitor shall be allowed to vote, but may speak upon any question before the Club with the consent of the Chairman. No Members shall at any time introduce any person who has been rejected as a Member or expelled from the Club.

Complaints

39. All complaints shall be made in writing, signed by the complainant, and forwarded to the Honorary Secretary, who shall lay the same before the Committee at their next meeting to be dealt with by them.

New Rules or Alteration of Rules

40. No new Rule or alteration of an existing Rule shall be made, and no Resolution having the effect of altering an existing Rule shall be made, unless express notice reciting the terms of such has been given, and unless it is made or passed by two-thirds of the Members present entitled to vote, and voting thereon, at the Annual General Meeting, or at a Special or Emergency Meeting, of which fourteen clear days notice shall have been given.

Suspension of Rules

41. No person shall be eligible for Membership of the Club unless qualified under Rule 5, save by Suspension of the Rules. Notice of Motion for such Suspension of Rules must be agreed by two-thirds of the Members present entitled to vote and voting on the question before the election can take place in the form and manner provided in Rule 36.

Annual Dinner

42. The Members of the Club shall be invited to dine together at least once every year and the necessary arrangements for such dinner will be made by the Honorary Secretary. Each Member may introduce a Visitor or Visitors on such terms as the Committee may determine.
43. No Member whose subscription is in arrears shall be entitled to attend the Annual Dinner or to introduce a Visitor.

Miscellaneous

44. Each Member of the Club must notify any change of address to the Honorary Secretary. All notices sent or posted to the last recorded address shall be deemed to have been duly delivered.
45. The Rules of the Club shall be printed and a copy of them supplied to every Member of the Club. No Member of the Club shall be absolved from the effect of the Rules on any allegation of not having received them.
46. The above Rules shall be the Rules for the governance of the Club. All Members shall, after the adoption of the Rules, be absolutely bound thereby.
47. Within these Rules the masculine shall include the feminine and *vice versa*.