

GB BUS GROUP RULES & CONSTITUTION

RULES

1. Membership is open to all bus and coach enthusiasts from age 12 upwards.
2. New members will maintain the date of joining as the annual renewal date.
3. In accordance with the Data Protection Act 1998 members are advised that their addresses and membership numbers will be placed on computer file, which will also be programmed to give precise geographical locations. Any member has the right to request deletion of his or her information kept on the computer file, but any deletion would seriously hamper the efficient working of the GB Bus Group.
4. The GB Bus Group will hold a Public Liability insurance policy with a minimum limit of indemnity of £1,000,000 for authorised activities, including trips and meetings, carried out by the Society. The insurance will be reviewed at least annually.
5. The GB Bus Group will not be held liable for any loss or damage to any property of a member and any damage caused by a member will be that member's responsibility.
6. The GB Bus Group reserves the right to refuse any application for renewal of membership and retains the right to terminate membership.
7. Any member in breach of GB Bus Group rules or bringing the GB Bus Group into disrepute will forfeit his/her membership.
8. The GB Bus Group's name shall not be used for any individual's private gain or purpose whatsoever.

CONSTITUTION

1. The Society will be known as **GB Bus Group**.
2. The objectives of the GB Bus Group are to promote the interests of current bus and coach enthusiasts by producing a monthly magazine for members, making discounted Group publications available to its members and maintaining a group website.
3. Membership is open to anyone aged 12 or above. The GB Bus Group reserves the right to refuse membership application or to terminate membership.
4. An Annual General Meeting will be held to appoint Officers for the next year and to present accounts for the year just ended. Two months notice must be given in the GB Bus Group magazine and all members are able to exercise their voting rights and suggest any improvements or changes in the GB Bus Group's rules or constitution.
5. The Annual General Meeting will be held in the first quarter of each year. Every member may attend the AGM to exercise their right to vote and to examine the accounts. Members attending the AGM must sign their name and membership number on the register and produce identification if requested to do so.
6. Any three Society Officials, or twenty members, may call an Extraordinary General meeting by giving the Secretary at least eight weeks notice in writing and setting out the reason(s) for calling the meeting. The quorum for this Extraordinary General Meeting will be fifty.

7. All Officials will be elected to serve for one year at the AGM and must be over 18 years of age. The Chairman may appoint replacement Officials mid-term, subject to approval at the next Officials' meeting.

Any member of the Group may be nominated for election to the Committee, subject to the approval of the nominee. All nominations must be seconded. Nominees shall be elected individually to the Committee by a simple majority of votes at the AGM. Nominations for new candidates for Officials positions must be submitted in writing to the Secretary by 1st December of the year preceding the next AGM.

Existing Officials will be elected by a simple majority of votes at the AGM.

The positions of Society Chairman, Secretary, Treasurer and editor must be appointed from existing Officials, to ensure that the holders of these posts are experienced and competent in the administration of Society affairs. Any Official may be dismissed from office by a vote of 'no confidence' at a GB Bus Group Officials meeting or Extraordinary General meeting.

8. The Treasurer has overall responsibility for the upkeep of GB Bus Group accounts. Other Officials will prepare full accounts of their activity and send these, with appropriate money and or receipts, to the Treasurer soon after completion of the activity.

Any member may request a statement of the Society's current financial position at any time: full accounts must be presented for approval at the AGM.

9. If the difference between assets and liabilities becomes less than £1000, the Treasurer must inform the Chairman.

10. A GB Bus Group Official can only hold one post. If this is unavoidable then adequate risk reduction measures must be put in place until a suitable replacement (for the extra post) is found.

11. In the event of the dissolution of the GB Bus Group all tangible assets will be sold and any excess funds retained after the discharge of all outstanding liabilities will be donated to an organisation selected at the Annual General Meeting. If the subscriptions owed to the membership total greater than the assets of the GB Bus Group, subscriptions will be refunded pro rata, such that the GB Bus Group breaks even.

12. The GB Bus Group will risk assess its operations and review the risk assessment at least annually.

13. Changes to the GB Bus Group's constitution can only be made with the approval of a two-thirds majority of members present at the AGM.

14. Officials will be entitled to claim reasonable expenses in carrying out their duties i.e. travel/consumables etc.