



# VINCENT H.R.D. OWNERS CLUB CLUB RULES 2012



## Section 1. Name

The name of the Club shall be: Vincent H.R.D. Owners Club.

## Section 2. Objects

The objects of the Club shall be:

- (a) The furtherance of social and sporting activities in the interests of motorcycling in general and the H.R.D., Vincent H.R.D. and Vincent marques in particular.
- (b) The perpetuation of the H.R.D., Vincent H.R.D. and Vincent marques by encouraging and supporting the continued use of such vehicles.
- (c) The pursuit of other policies and activities that contribute to the fulfilment of the primary objects in paragraphs (a) and (b) above.

## Section 3. Membership

This shall be open to the following:

- (a) Owners of H.R.D., Vincent H.R.D. and Vincent motorcycles.
- (b) Owners of vehicles propelled by any Vincent H.R.D. or Vincent motorcycle engines.
- (c) Ex-owners of H.R.D., Vincent H.R.D. and Vincent motorcycles; ex-owners of vehicles propelled by any Vincent H.R.D. or Vincent motorcycle engines.
- (d) Principals and Executives of firms engaged in the manufacture of component parts for, or in the distribution of H.R.D., Vincent H.R.D. and Vincent motorcycles.
- (e) Any person who is interested in furthering the objects of the Club as laid out in Section 2.
- (f) Persons who are nominated for membership by a Member with whom they reside. Persons so nominated and admitted to the Club shall be known as Nominated Members.
- (g) A Member may also sponsor additional members of their family. Persons so sponsored and admitted to the Club shall be known as Family Members.
- (h) Any person wishing to become a Member shall apply in writing. The Hon. Secretary in person or through assistants, shall consider each application. Normally any person will be admitted to membership of the Club who comes within the above categories, but the Hon. Secretary may refer an application to the General Committee and the General Committee shall have the right to refuse admission to any applicant. In addition, the General Committee may withdraw membership from a new Member within the first 12 months of their membership, should they consider this step necessary in the interests of the Club. Any Subscription paid shall be returned to any such Member pro rata.
- (i) Names and abbreviated addresses of all new Members shall be published in the Club Journal.
- (j) The Hon. Secretary shall maintain a full register of Members.

## Section 4. Temporary Membership

Non-Members of the Vincent H.R.D. Owners Club may be allowed to join the Club on a temporary basis for the purpose of participating in a special event so designated for that purpose by the General Committee. They will be charged a nominal fee per event and duration of temporary membership will equal the duration of the event. Temporary Members will not be entitled to any other privileges afforded to Members.

## Section 5. Subscription

This is payable on joining and is subsequently due on 1st January each year.

For the groups set out in Section 3 this shall be:

For groups (a) to (f) a membership fee as recommended by the Executive Committee and endorsed by the General Committee.

For groups (a) to (e) a subscription to the Club Journal as recommended by the Executive Committee and endorsed by the General Committee.

For group (g) a membership fee to be set by the General Committee.

Failure to remit subscriptions by the end of December in any year incurs exclusion until payment is made.

Members joining after 30th June will pay in respect of the remainder of that year a subscription of approximately 60 per cent of the foregoing amounts.

When joining or renewing, Members may opt to take out Long Term Membership (LTM) of five years. On payment of a sum equal to five times the prevailing annual subscription, they shall be deemed to be paid up Members for the next five years, whether or not there are any changes in subscription rates in that time. This arrangement would apply to all classes of membership included on the application form.

When a Member ceases to be a Member for whatever reason, he/she shall not be entitled to any refund of subscriptions already paid, and all associated Nominated and Family Membership shall simultaneously cease without refund.

In the event of the death of a Member his/her remaining period of membership shall be transferred to the first named Nominated Member on his/her application form. In the event that there is no Nominated Member, then the spouse of the Member shall be offered continuation of the membership and subsequent renewal. Life Membership of the Club shall be restricted to those Life Members as existed on 4th April 1965.

### **Section 6. Club Badges**

- (a) Badges and Transfers will remain the property of the individual Members holding them.
- (b) Members shall be under a moral obligation not to display the Club badge and transfers if they cease to be a Member of the Club

### **Section 7. Annual Dinner and Rally**

The Rally and Dinner will be held each year, but not necessarily in conjunction with each other.

### **Section 8. Honorary Membership,**

- (a) Honorary Membership is the highest honour the Club can bestow but it is not an official position. Due to its exceptional nature it is anticipated that nominations for this honour will be infrequent.
- (b) This distinction may be extended by the Club to those persons who have rendered the Club a special service, or have furthered the cause of motorcycling in general and H.R.D., Vincent H.R.D. and Vincent motorcycles in particular, by some act or acts for which such recognition by the Club shall be justified.
- (c) Nomination of a candidate for election to Honorary Membership must be submitted to the Hon. Secretary in accordance with current guidelines determined from time-to-time by the General Committee. Correctly presented nominations will be forwarded to the General Committee, who may then recommend a maximum of one in any given year. Election of a recommended candidate shall be decided by a two-thirds majority at the Annual General Meeting
- (d) Anybody elected to Honorary Membership shall remain in this category for as long as he or she wishes, or until the Club decides by a two-thirds majority at a General Meeting to withdraw this honour.
- (e) Honorary Members shall enjoy all the rights and facilities available to Members defined in Section 3(a) to (e).
- (f) Honorary Members shall be exempt from paying any subscription. They shall be sent, free of charge, the Club Journal for as long as they continue to comply with the administrative procedures laid down by the Club from time-to-time to facilitate its distribution.

### **Section 9. Thanks Awards, and Riders Roll of Honour.**

- (a) Nominations for the Riders Roll of Honour must be submitted to the Hon. Secretary in accordance with current guidelines determined from time-to-time by the General Committee. The Riders Roll of Honour includes those who, by their achievement whilst the marque was still in production, brought honour and recognition to the Vincent name by national or international competition successes. Similarly other riders by their loyalty to the marque who have continued to campaign effectively either in competition or touring should be considered for inclusion. Authority for such recognition is vested in the Annual General Meeting.
- (b) Nominations for the Thanks Award must be submitted to the Hon. Secretary in accordance with current guidelines determined from time-to-time by the General Committee. A Thanks Award may be given to any Member or non-Member in recognition of their services to or for the Club. The award is in the form of a suitably inscribed Club badge accompanied by a frameable citation. Authority to bestow the award is normally vested in the Executive Committee. However, it may also be given by the unanimous decision of the General Committee or, in exceptional circumstances where an immediate award may be felt appropriate, by the Hon. Chairman.

## Section 10. Annual and Special General Meetings

- (a) The agenda of General Meetings shall be published in the Club Journal prior to the date of the meetings. They shall be drawn up by the Hon. Secretary or Hon. Chairman and shall be approved by the Hon. Chairman; if possible they shall be discussed in detail by the Executive Committee.
- (b) A report of each General Meeting shall be published in the Club Journal.
- (c) Only Members defined in Section 3 (except (g)) and qualified in Sections 5 or 8 shall be entitled to vote at any General Meeting.
- (d) A quorum shall be 40 Members covered by (c) above.

### Annual General Meetings

- (e) The Annual General Meeting shall be held in the autumn of each year.
- (f) The Annual General Meeting shall be the supreme governing body of the Club and amongst other things may agree to changes to these rules in accordance with Section 31.
- (g) The report of the Hon. Treasurer and balance sheet for the year ending the previous 31st January will be presented at each Annual General Meeting.
- (h) The reports of the other elected Club Officials shall be presented either by the Official concerned or, if not in attendance, by the Secretary of the meeting.
- (i) All business to be discussed must be submitted in writing by Members to the Hon. Secretary at least six weeks before the date of the Annual General Meeting.

### Special General Meetings

- (j) The General Committee shall have the power to convene a Special General Meeting.
- (k) A Special General Meeting must be called if more than twice the number of the quorum as in Section 10(d) requests it. Such a meeting shall be confined to a single agenda topic.
- (l) Where a Special General Meeting has been held in relation to a topic, the same or substantially the same topic cannot be subject of a further Special General Meeting for a period of three years without the authority of the General Committee. The Hon. Secretary shall have the power to delay and refer on to the next scheduled General Committee meeting any request, made under Section 10(k), for a Special General Meeting that in the opinion of the Hon. Secretary is the same or substantially the same topic as a previous Special General Committee Meeting within such a three year period. The General Committee's decision as to whether such a request is the same or substantially the same as a previous topic and whether or not to use its discretion to authorise the calling of such a Special General Meeting shall be final.

## Section 11. President and Vice-President

- (a) **President.** The President is a senior Member of the Club whose experience, advice, and influence would be of benefit to the Club. It is expected that he or she will retain an interest in Club affairs. The President shall be elected by a postal vote of Members, eligible as for 10(c), from nominations submitted through the General Committee. Where several nominations are received the President shall be the nominee receiving the greatest number of votes. The President shall serve for as long as he or she wishes subject to ratification every five years by a simple majority vote at an Annual General Meeting. Should the President not wish to continue, or if the President does not receive ratification, a vacancy shall be declared, the Hon. Secretary shall seek nominations and an election shall be held. Election to the Presidency shall simultaneously confer Honorary Membership upon the Member concerned, who will continue to enjoy this honour even though he or she no longer holds the office of President, subject only to the provisions of Section 8(d). The President may not simultaneously hold any of the elected posts in Section 12.
- (b) **Vice-President.** A Vice-President is a Member of the Club whose experience and advice would be of benefit to the Committees of the Club. It is expected that he or she will retain an interest in Club affairs. The term of office shall be five years and Vice-Presidents will be elected by a two-thirds majority at a General Meeting from proposals approved by the General Committee. Election to Vice-Presidency shall simultaneously confer Honorary Membership, if acceptable, upon the Member concerned, who will continue to enjoy this honour even though he or she no longer holds the office of Vice-President, subject only to the provisions of Section 8(d). Re-election shall be by a simple majority vote at Annual General Meetings. Vice-Presidents are encouraged to offer themselves for re-election, but it shall be the duty of the Hon. Secretary to ensure that re-elections are included on the relevant Annual General Meeting Agenda. Vice-Presidents may not simultaneously hold any of the elected posts in Section 12.

## Section 12. Club Officials

- (a) Hon. Chairman. This position to be filled by a Member elected by the Membership in accordance with Section 20.
- (b) Hon. Secretary. As for Chairman.
- (c) Hon. Treasurer. As for Chairman.
- (d) Hon. Editor. As for Chairman.
- (e) Hon. Social Secretary. As for Chairman.
- (f) Hon Spares Liaison Officer. As for Chairman.
- (g) Hon. Information Officer. As for Chairman.
- (h) Hon. Overseas Representative. As for Chairman.
- (i) Hon. Technical Officer. As for Chairman.
- (j) Hon. Computer Officer. As for Chairman.
- (k) Assistants. Assistants may be appointed and ratified under Section 17(c) with prior notification of vacancies in the Club Journal whenever practical.

No Member may hold, or perform the duties of, more than one of the posts in (a) to (j) above except the Hon. Secretary in the circumstances described in Section 17(b). Any Member wishing to resign from any position within the Club must do so in writing to the Hon. Secretary.

## Section 13. Executive Committee

The general organisation and management of the Club shall be the responsibility of the Executive Committee. Except where limited by these Rules, the Executive Committee shall have full powers to conduct the business of the Club.

- (a) The Executive Committee shall comprise the President, Vice-Presidents, Hon. Chairman, Hon. Secretary, Hon. Treasurer, Hon. Editor, Hon. Social Secretary, Hon. Spares Liaison Officer, Hon. Information Officer, Hon. Overseas Representative, Hon. Technical Officer, Hon. Computer Officer. The Hon. Chairman, the Hon. Treasurer and the Hon. Secretary, for the time being, shall be referred to as Custodians for the purpose of these Rules.
- (b) The appointment of experts to attend Committee meetings in an advisory capacity shall be the responsibility of the Executive Committee.
- (c) The Hon. Secretary shall call Executive Committee Meetings at intervals determined by the amount of business which requires discussion, subject to a minimum of three meetings being called each year. The Hon. Secretary shall be bound to call a meeting at the request of more than half of the voting Members of the Executive Committee or at the request of the Hon. Chairman.
- (d) All business that Committee Members intend raising at the meeting shall be notified in writing beforehand to the Hon. Secretary.
- (e) A summary of the business transacted at Executive Committee Meetings shall be published in the Club Journal.
- (f) The quorum of the Executive Committee shall be six voting Members of the Executive Committee.
- (g) The Agenda shall be drawn up either by the Hon. Secretary or the Hon. Chairman and shall be approved by the Hon. Chairman. The agenda should be distributed in ample time to facilitate attendance. It must contain any business notified to the Hon. Secretary which complies with any relevant Rules.
- (h) Any Executive Committee Member defined in Section 12 who fails to attend three consecutive business meetings of the Club without giving an explanation acceptable to the meeting concerned shall be deemed to have resigned his post.
- (i) Any Executive Committee Member defined in Section 12 may be removed from office by a resolution passed at a General Meeting of the Club. Such a resolution shall require a two-thirds majority of those voting.
- (j) Where any proposal is put to a meeting of the Executive Committee and, in the reasonable opinion of those of the Custodians present at the meeting the proposal may materially affect the property and assets of the Club, the proposal shall not proceed without the approval of the Custodians present or, failing that, of the General Committee or the Members in General Meeting.

## Section 14. General Committee

- (a) The General Committee shall comprise Members of the Executive Committee, ratified Non-Territorial Section Organisers and one representative from each Local Section, provided that section has submitted details of its officers to the Hon. Social Secretary within the previous 12 months.

- (b) The following shall be non-voting Members of the General Committee: Unratified Non-Territorial Section Organisers, Assistants appointed and ratified under Section 17(c), Experts appointed under Section 13(b), and Representatives appointed under Section 14(c).
- (c) The appointment or nomination of Members to represent the Club on outside organisations including the VOC Spares Company Ltd., shall be made by the General Committee. The names of such representatives shall be published in the Club Journal.
- (d) The quorum of the General Committee shall be 20 voting Members of the General Committee.
- (e) The Hon. Secretary shall be bound to call two meetings of the General Committee a year, one within eight weeks prior to the Annual General Meeting. The Hon. Secretary shall call additional meetings at the request of a majority of the Executive Committee, or of any other three Members of the General Committee, or of the Hon. Chairman.
- (f) All business that Members intend to raise shall be notified to the Hon. Secretary at least three weeks prior to the meeting.
- (g) Decisions of the General Committee shall be binding on the Executive Committee. Decisions of the General Committee may be altered by resolutions passed by a majority vote at a General Meeting.
- (h) The Agenda of a General Committee meeting shall be circulated prior to the date of the meeting. It shall be drawn up by the Hon. Secretary or the Hon. Chairman and shall be approved by the Hon. Chairman. If possible, it shall be discussed in detail by the Executive Committee.

### **Section 15. Conduct of Meetings of the Club**

This section applies to General Meetings, Executive Committee Meetings and General Committee Meetings. The term 'Chairman' refers to the Chairman of the meeting who need not be the Hon. Chairman.

- (a) Members of the Club may, with the Chairman's agreement, attend and speak at any meeting of the Club. Members of the Club shall be allowed access to Minutes of all meetings of the Club.
- (b) Voting at meetings of the Club will be restricted to those Members entitled to vote under Section 10 for General Meetings, Section 13 for Executive Committee Meetings and Section 14 for General Committee Meetings. No Member may exercise more than one vote, with the exception of the Chairman who, in the event of a tie, may exercise, in addition to his or her normal voting rights, a casting vote, provided that those normal voting rights were exercised in the same manner and at the same time as other Members.
- (c) No meeting of the Club shall conduct any business unless the number of voting Members present equals or exceeds the appropriate quorum defined in Section 10, 13 or 14.
- (d) Meetings of the Club will normally be chaired by the Hon. Chairman. In his absence the meeting may elect a Chairman from amongst those voting Members present.
- (e) When debating a motion the commonly accepted rules of debate will apply.
- (f) Notwithstanding Section 33 the Chairman will be responsible for interpreting and applying those Rules which affect the convening and conduct of meetings of the Club.
- (g) Any challenge to the Chairman's ruling will be carried only if supported by at least two-thirds of those Members present and voting.
- (h) Unless otherwise stated in these Rules a simple majority of those voting will be sufficient to carry a proposal.
- (i) Any Club Member may request the General Committee to authorise a postal referendum of all Club Members on a major issue, by notifying the Secretary at least three weeks prior to the meeting. The Member shall be entitled to attend the meeting in order to present his request, but the decision shall rest with the General Committee. The result of such a referendum shall be published in the Club Journal.

### **Section 16. Sub-Committees**

The General and Executive Committees may appoint Sub-Committees, and may delegate to them such powers as the General or Executive Committee (as appropriate) may think fit. The quorum of any Sub-Committee shall be fixed by the Committee appointing it and recorded in the minutes. The Hon. Chairman and the Hon. Secretary shall be ex-officio Members of every such Sub-Committee.

## **Section 17. Powers of Officials**

- (a)** Situations may arise where an official may be required to take a decision not covered by previous policy and on which the Rules are unclear. Officials have the authority to take such decisions provided that, as soon as reasonably practicable, they inform the Hon. Secretary in writing, in order that the decision may be ratified by the Executive Committee and, when necessary, at the next Annual General Meeting of the Club.
- (b)** In the event of a Club Official being unable to fulfil his duties through resignation or other causes these duties shall devolve upon the Hon. Secretary until such time as a successor be constitutionally elected or temporarily appointed.
- (c)** Officials of the Club may obtain assistance from Members in the execution of their office. Such Members' names may, with the agreement of the Executive Committee, be shown in the Club Journal as Assistants to Officials, and such Assistants may attend meetings of the Executive Committee in an advisory capacity if so desired by the Official whom they assist.
- (d)** All Officials shall be responsible to the Executive Committee; General Committee and the Club, for the execution of their office.

## **Section 18. Local Sections**

- (a)** Local Sections may be formed at the discretion of the General Committee as soon as membership of the Club in the particular area is sufficient to justify their formation.
- (b)** Each Local Section shall hold an annual election for the post of Section Organiser, and any other local Officials that the Section feels are necessary to run the Section. In all such elections, and on all matters of Club policy, all candidates and all those voting must be Members or Nominated Members of the Club under Section 3 of these Rules. The results of any such elections, including a numerical total of all Club Members present shall be forwarded to the Hon. Social Secretary within one month of the election.
- (c)** Each Local Section shall be entitled to one representative on the General Committee. That representative shall be a Member or Nominated Member of the Club. The method of election or appointment of that representative shall be at the discretion of said Section. If the representative is other than the Section Organiser, details shall be forwarded to the Hon. Secretary at least one week before the General Committee Meeting at which the representative wishes to vote.
- (d)** Local Sections shall be independent of the main body of the Club, in that they may organise their own sporting and social activities. Whenever such activities are open to visitors from other Sections, and publicity through the Club Journal and/or website is requested, Section Organisers shall notify the Hon. Social Secretary and Hon. Information Officer before completing arrangements. Such events shall not conflict with those organised by the main body of the Club, as published from time-to-time in the Club Journal.
- (e)** Local Sections will be financially independent of the Vincent H.R.D. Owners Club. They will be responsible for ensuring that their financial affairs be conducted with due regard to any National or Regional fiscal policies.
- (f)** Local Sections may levy a subscription to provide funds for the day to day running of the Section. Payment of such a Section subscription shall not confer any of the benefits of membership of the Club as set out in these Rules.
- (g)** Guests of the Section may attend Section events and meetings but shall have no influence on official Club business.
- (h)** Limited financial assistance may be available to new Sections or those which get into financial difficulty. In both cases, Sections claiming will be required to justify their case to the Hon. Treasurer in writing.
- (i)** Local Sections wishing to promote an event which may require a financial guarantee from the Club must apply for permission to the Hon. Treasurer in writing at least two months before the event.
- (j)** All local disputes and problems may be submitted to the General Committee of the Club whose decision shall be over-riding.
- (k)** Section Organisers shall be responsible for ensuring that local Members and their guests are informed of and abide by these Rules.
- (l)** Local Sections may be wound up by their own Members subject to ratification by the General Committee. In the absence of any continuing interest, winding up of a Section shall become the responsibility of the General Committee.
- (m)** Failure to comply with any clause of this Section 18 may result in recognition of the Section by the Club being withdrawn, if a motion to that effect is proposed and agreed by the General Committee.

## Section 19. Non-Territorial Sections

- (a) Non-Territorial Sections may be formed at the discretion of the General Committee as soon as interest from Members is sufficient to justify it.
- (b) Non-Territorial Sections shall be independent of the main body of the Club, in that they may organise their own sporting and social activities. Where such activities are to be publicised through the Club Journal and/or website, Section Organisers shall notify the Hon. Social Secretary and Hon. Information Officer before completing arrangements. Such events shall not conflict with those organised by the main body of the Club, as published from time-to-time in the Club Journal.
- (c) Section Organisers will be appointed by the General Committee subject to annual ratification by a simple majority vote at the Annual General Meeting.
- (d) Limited financial assistance may be available to new Sections or those which get into financial difficulty. In both cases Sections claiming assistance will be required to justify their case to the Hon. Treasurer in writing.
- (e) Sections wishing to promote an event which may require a financial guarantee must apply for permission to the Hon. Treasurer in writing at least two months before the event.
- (f) Section Organisers shall be entitled to attend General Committee Meetings.
- (g) Failure to comply with any clause of this Section 19 may result in recognition of the Section by the Club being withdrawn, if a motion to that effect is proposed and agreed by the General Committee

## Section 20. Election of Club Officials

- (a) Elections will take place by means of the Club Journal.
- (b) The term of office shall be three years.
- (c) To maximise continuity the elections will be staggered, with officials being elected according to the following sequence:
  - 1st Year: Hon. Chairman; Hon. Editor; Hon. Information Officer.
  - 2nd Year: Hon. Secretary; Hon. Social Secretary; Hon. Overseas Representative; Hon. Computer Officer.
  - 3rd Year: Hon. Treasurer; Hon. Spares Liaison Officer; Hon. Technical Officer.
- (d) Each year the Hon. Secretary shall insert in the July edition of the Club Journal a call for nominations for those positions falling vacant that year.
- (e) Such nominations may be submitted at any time, but must be received by the Hon. Secretary no later than 30 days after the final call being published in the Club Journal. Nominations should be accompanied by notes of the nominee's qualifications for office, which will be published with the nominations in the Club Journal with which voting slips are distributed. Only Members eligible as for 10(c) shall be entitled to vote.
- (f) Voting slips must be returned to the Hon. Secretary within 30 days of publication. Names of the successful candidates will be published in the following Club Journal, and they will take up their responsibilities as soon as convenient after that publication.
- (g) Club Officials shall be eligible for re-election.
- (h) In the event of a position becoming vacant at a time other than the end of the normal term, an Official may be temporarily appointed by a majority vote of the Executive Committee, the General Committee, or at a General Meeting of the Club, but such temporary appointments shall remain effective only until a Bye-election can take place.
- (i) Bye-elections may be held concurrently with the normal elections. Officials elected at Bye-elections shall serve only until the next three-yearly election for their position falls due.
- (j) Members nominating other Members for a position must first ascertain the willingness of the prospective candidate to accept the position if elected.

## Section 21. Club Journal

- (a) Shall be entitled *MPH*.
- (b) Will be published monthly and distributed to Members provided they comply with the administrative procedures laid down by the Club from time-to-time to facilitate its distribution.
- (c) The right to edit or reject material will be set at the discretion of the Hon. Editor.
- (d) Mutual Aid Advertisements from Club Members may be published free of charge at the discretion of the Hon. Editor.

- (e) Advertisements by non-Members and those firms concerned with the manufacture or distribution of components for, or with the service and maintenance of, H.R.D., Vincent H.R.D. or Vincent motorcycles may be accepted, at the discretion of the Hon. Editor, at rates to be dependent on the circulation of the Journal. These rates will be reviewed when it appears necessary to the Executive Committee. Advertisers may receive a copy of their advertisement as it appears in *MPH*.
- (f) Spare copies of the Journal will be used for the purpose of increasing membership. The remainder will be held by the Hon. Membership Secretary who will supply each new Member with a copy of the current issue. Remaining copies will be sold only to Club Members.
- (g) No liability to supply Members who join or rejoin late in the year with journals of the expired portion of that year can be entertained; however, every effort will be made to fulfil the obligation set out in paragraph (f) above.

## Section 22. Accounts and Audit

- (a) All Officials of the Club who receive monies on behalf of the Club, shall pay such monies into a branch of a bank for credit to the Club account within one month of receipt.
- (b) The Hon. Treasurer shall be responsible to the Club for the correct keeping of accounts in respect of assets and liabilities and payments, and income and expenditure.
- (c) The financial year of the Club shall end on 31st January of each year, at which date the Hon. Treasurer shall prepare a statement of accounts.
- (d) This statement of accounts after being certified by the Club Auditor and agreed by the Executive Committee shall be published in the Club Journal, ratified by the General Committee and accepted at the Annual General Meeting.
- (e) The selection of an Auditor, who must be a qualified accountant, will be made by the General Committee.
- (f) The Club accounts shall be open to inspection by Club Members at any time by appointment.
- (g) With the exception of costs incurred in the production of the Club Journal items of expenditure of the Club's monies shall be limited as follows: Executive Committee, up to ten per cent of the Club's assets at any one meeting; General Committee, up to 25 per cent of the Club's assets.

## Section 23. Banking

- (a) The account shall be in the name of: Vincent H.R.D. Owners Club.
- (b) The account shall be held at a Clearing Bank most convenient to the Hon. Treasurer.
- (c) All cheques, or other written instructions to the bank to authorise expenditure, must be signed by any two of the Custodians who shall be authorised to act for the purposes of this Section 23(c) during their respective terms of office. They shall cease to be so authorised when they cease to hold their elected office. These officers shall, when exercising this authority, operate in accordance with these Rules and any policy agreed, for the time being, by the Executive Committee, General Committee or by a General Meeting.
- (d) Monies shall not be transferred to any other account except in the name of: Vincent H.R.D. Owners Club (or to meet validly authorised expenditure on behalf of the Club).
- (e) Petty cash shall be restricted to £500 GB Pounds per individual with a maximum grand total at any time limited to £2,000 GB Pounds.
- (f) All Club Officials must submit proper accounts with receipts to the Hon. Treasurer.
- (g) The Club shall not have an overdraft except in exceptional circumstances and with the prior approval of the Executive Committee.
- (h) A copy of the Club Rules shall be supplied to the Bank.

## Section 24. Reserves Policy

- (a) The Club shall have a Reserves Policy. This shall be adopted by the General Committee following recommendations from the Executive Committee and will be subject to periodic review.
- (b) In accordance with the Reserves Policy, the Executive Committee may permit any investments held by or in trust for the Club to be held in the name of a Clearing Bank, a trust corporation, a recognised Building Society or any stockbroking company which is a member of the International Stock Exchange (or any subsidiary of any such stockbroking company) as nominee for the Club (acting by the Executive Committee), and may pay such a nominee reasonable and proper remuneration for acting as such. Such investments may be made on the advice of a Stockbroker or as a Discretionary Client of a Stockbroker appointed by the General Committee.

- (c) The general principle to be observed is that the purchasing powers of the funds should be maintained, and that the investments be redeemable within a period of five years.
- (d) Investments shall be the corporate decision of the Executive Committee. In the case of discretionary investments, they will be responsible for ensuring that the wishes of the Club are clearly identified.
- (e) Investments shall be made in the name of: Vincent H.R.D. Owners Club.

### **Section 25. Property and Assets**

- (a) All property and assets of any nature whatsoever and whether real or intangible accumulated by the Club, from its inception in October 1948, shall belong to the members of the Club for the time being with the intention that they are used in pursuance of the Objects of the Club as set out in these Rules. No Member shall be entitled to sever his/her share of the property and assets of the Club.
- (b) When joining the Club or when renewing their membership of the Club, Members agree that any payments or gifts that they make to the Club by way of subscriptions or donations shall be held by the Club and may be used by the Club and its Officials in any manner permitted by these Rules.
- (c) Any Member resigning from the Club or expelled from the Club under Section 28 of these Rules, shall forfeit any personal interest in the property, assets and monies held by the Club.
- (d) The Custodians shall be jointly authorised to use, apply, deal with or dispose of any property of the Club in any manner they determine subject to the provisions of these Rules and to any direction issued to them by the General Committee, the Executive Committee or the Members in General Meeting, provided that any such use, application, dealing or disposal must be for purposes of furthering the Objects of the Club. No other person or committee shall have authority to deal with any property or assets of the Club unless such authority is delegated in accordance with paragraph (f) below.
- (e) Within the limitations of Section 22(g) the Custodians may make secured loans out of Club assets; additionally the Custodians may make unsecured loans to companies or other bodies corporate in which the Club (i) holds not less than 25 per cent of the paid up share capital and/or (ii) holds or controls not less than 25 per cent of the membership voting rights (or equivalent) at the time of the agreement to lend being concluded.
- (f) The Custodians may delegate any of their powers under this Section 25 by written terms of reference to any one or two Custodians, or to any other person or persons, on such terms as the Custodians may determine, provided that no power may be delegated to any person who is not a Member of the Club.

### **Section 26. Auto Cycle Union**

- (a) The Club may affiliate to the ACU on a non-territorial basis for the benefit of Members with sporting interests.
- (b) Members of the Club who wish to compete in sports events organised by other clubs to which the Vincent H.R.D. Owners Club has been invited must inform the Hon. Secretary in writing of their intention.
- (c) Individual Sections of the Club may be affiliated to any ACU Centre. Affiliated sections must observe the rules and regulations of the ACU.

### **Section 27. Financial Reimbursement**

- (a) Members who incur expenses in the Club's interests may apply for reimbursement to the Hon. Treasurer, enclosing appropriate receipts. Approval of the Executive Committee should be sought prior to incurring expenses in excess of £100.00 GB Pounds. Any decision as to the payment of expenses from Club funds shall be made by the Custodians, or under their authority in accordance with Section 25(g) and any such decision shall be final.
- (b) Expenses for attending a Club Meeting should be met by those being represented. At a General Committee Meeting, Local Section delegates are representing their Section and any claim should be submitted to the Section. Executive Committee Members and Non-Territorial Section Organisers are representing the Club, and any claim should be submitted to the Club. Members representing themselves shall meet their own expenses. At a General Meeting all except the Executive Committee are representing themselves and should meet their own expenses. Where Assistants appointed under Section 17(c) are requested to attend a Club Meeting by the Executive Committee, any claim should be submitted to the Club.
- (c) The Club would not normally meet expenses incurred for any portion of travel outside the UK. Exceptions may be agreed at the discretion of the Executive Committee.

## **Section 28. Expulsion of Members**

- (a) The General Committee shall have the authority to convene a special meeting for the purpose of cautioning, suspending, expelling from the Club or otherwise effecting disciplinary measures upon any Member or Members whose conduct may in the opinion of the General Committee necessitate such action.
- (b) Any Member dealt with under these rules shall have the right to a further hearing at a General Meeting of the Club. The decision of the General Committee may be altered by a resolution passed by a majority vote at the General Meeting.

## **Section 29. Club Business**

All correspondence should be addressed to the appropriate official and, if a hard copy reply is essential, a stamped, addressed envelope should be enclosed. Where possible, correspondence via e-mail should be used to minimise costs. All mail, whether paper or electronic, should be sent to the generic addresses published in the Club Journal.

## **Section 30. Data Protection**

The Club may use information collected on membership forms and other approved documents for all and any purposes which are in the opinion of the Executive Committee necessary or desirable in connection with the running of the Club, and may transfer such data outside of the boundaries of the European Union. All such purposes to be at the discretion of the Executive Committee. The Club shall at all times comply with the Data Protection Act 1998 to the extent applicable.

## **Section 31. Revision of Rules**

These Rules may be altered only by a resolution passed by not less than two-thirds of the Members present and voting at an Annual General Meeting, or at a Special General Meeting called for the sole purpose of revising the Rules. Notice of the meeting must include notice of such resolutions, which must have been approved by a simple majority at an earlier meeting of the General Committee.

## **Section 32. Dissolution**

- (a) If the General Committee decides that it is necessary or advisable to dissolve the Club, or if requested pursuant to Section 10(k) it shall call a Special General Meeting at which a proposal for dissolution shall be tabled.
- (b) If the proposal is passed by a two-thirds majority of those present and voting, the Executive Committee shall (and to the extent necessary shall direct the Custodians to) (i) donate to a suitable museum or collection such property of the Club as is in the opinion of the Executive Committee of significant historical interest, and (ii) realise any other assets and property held by or on behalf of the Club.
- (c) When all other assets are realised and after any debts and liabilities of the Club have been satisfied, monies held in the Club bank account shall be disbursed as follows: where the sum remaining would provide (after disbursement costs) a minimum of £50 GB Pounds to each current Member or Nominated Member having at least two years continuous membership at the time the proposal for dissolution was passed, the sum shall be divided equally between those Members, the amount being rounded down to the nearest whole GB Pound.
- (d) After this disbursement, or if the remaining assets are not sufficient to satisfy this clause and no such disbursement is made, any sum remaining shall be transferred to such a body having objects nearest to those of the Club as, the General Committee in its absolute discretion shall determine.

## **Section 33. Interpretation**

The interpretation of the Club Rules shall rest with the General Committee.

## **Section 34. Legal Jurisdiction**

The Club, its Officers, Assistants and Activities shall be subject to the jurisdiction of English Law, and all actions brought relating to these rules or to membership of the Club shall be subject exclusively to the jurisdiction of the English courts.