



CLUB RULES OF TRURO AND DISTRICT MOTOR CLUB LIMITED

1. General

1.1. These rules relate to membership and certain aspects of the operations of Truro and District Motor Club (the “Company”) and are made in accordance with and subject to article 24 of the Articles of Association of the Company

1.2. Alterations and/or additions to these rules may be made in accordance with the provisions of rule 12 of the Club Rules

2. Definitions and interpretations

In these rules, unless the context otherwise requires:

‘the Club’	The motor club as operated through the Company
‘the Articles’	the articles of association of the Company as amended or substituted from time to time
‘the Committee’	The committee of management comprising directors and other individuals as constituted by these Club Rules
‘Club Member’	Any member of any of the forms of membership namely Full Member, Joint Member, Student Member, Honorary Member, Life Member and any other individual being a member of any additional or alternative category of membership as may be prescribed by the Committee
‘Membership Card’	a card to certify membership of the Club as prescribed from time to time by the Committee
‘Motorsport UK’	The governing body of four wheeled motorsport in the UK to which the Club is affiliated

3. Where the context so admits:

3.1. rules made by or binding on any member which for the time being comprises more than one person shall be deemed to be joint and several

3.2. words importing one gender includes all other genders and words importing the singular includes the plural and vice versa

4. Objects

4.1. The objects of the Club are:

4.1.1. To further interest in motoring and motor sport

- 4.1.2. To provide members with information, advice and assistance on matters connected with motoring and motor sport
- 4.1.3. To carry on, maintain and conduct a club for motoring in compliance with the Motorsport UK Rules, including without limitation the obligation to report any proposed local action or scheme to Motorsport UK;
- 4.1.4. To promote motor competitions in accordance with the rules of Motorsport UK
- 4.1.5. To arrange tours, lectures, discussions and social and other meetings
- 4.1.6. To afford members such benefits and privileges as it may be possible to arrange
- 4.1.7. To promote and support other motor sport clubs and branches and encourage communication between members of such clubs and branches

5. **Club Membership**

5.1. Constitution

Persons of not less than 14 years of age shall be eligible for membership.

The membership shall consist of:

- 5.1.1. **Full Members** being persons of 17 years or over who apply to be and are accepted as members of the Club. Full Members are eligible to take part in competition and contest championships run by the Club from time to time. Full members shall be liable to pay an annual subscription, shall be entitled to stand for election onto the Committee and shall be entitled to attend and vote at annual general meetings and general meetings of the Club
- 5.1.2. **Joint Members** being persons of 17 years or over who are resident at the same address as a Full Member. Joint Members are ineligible to take part in competition or contest championships. Joint Members shall be liable to pay a reduced rate annual subscription fee, shall be entitled to stand for election onto the Committee and shall be entitled to attend and vote at annual general meetings and general meetings of the Club. Joint Members must apply for membership on the same application form and at the same time as a Full Member. Only one Joint Member shall be attached to any one Full Member
- 5.1.3. **Student Members** being persons between 14 and 19 years and in education. Student Members are eligible to compete when

permitted to do so in accordance with the rules of Motorsport UK. Student Members shall be liable to pay a reduced rate annual subscription and shall be entitled to attend at annual general meetings and general meetings of the club but shall have no vote

5.1.4. **Honorary Members** being persons distinguished for their political, scientific, literary, industrial and administrative capacities or who have been distinguished in promoting the cause of motoring in general or of the Club in particular. Honorary Members shall be members for a fixed period as decided by the Committee. They shall not be liable to pay any subscriptions and shall be entitled to attend at annual general meetings and general meetings of the club but shall have no vote

5.1.5. **Honorary Life Members** being persons distinguished for their political, scientific, literary, industrial and administrative capacities or who have been distinguished in promoting the cause of motoring in general or of the Club in particular. Life Members shall be elected by the Committee. They shall be entitled to attend at annual general meetings and general meetings of the club but shall not be liable to pay any subscriptions and shall have no vote

5.2. Each Club Member shall:

5.2.1. be bound by these Club rules and all variations and additions and amendments to these rules made in accordance with rule 12;

5.2.2. subject to article 24 of the Articles accept as final and binding the decision of the Committee in all cases of dispute or disagreement as to the interpretation of these rules;

5.2.3. complete a form of application stating their name, address and occupation together with any other such information as requested in the application form from time to time. All members records shall be held in accordance with the Club's privacy policy and the provisions of the General Data Protection Regulations (GDPR)

5.2.4. pay to the Club the subscriptions as and when they fall due and at such rate as determined by the Committee;

5.2.5. abide by the regulations issued from time to time by the Committee in connection with the motor sport activities of the Club

5.2.6. have their details entered into the Clubs register of members for the period that they are a member of the Club

5.3. Members Liability

5.3.1. Subject to 5.3.2 the liability of each member as prescribed by article 6 of the Articles is limited to £1, being the amount that each member undertakes to contribute to the assets of the Club in the event of its being wound up while they are a member or within one year after ceasing to be a member

5.3.2. Members liability extends only to persons who are Full Members and Joint Members of the Club

5.4. Election of Members

5.4.1. Applications of candidates for membership of the Club shall be submitted to the Committee by the Membership Secretary, and the election of such candidates shall be at the discretion of the Committee

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

5.4.3. Membership of the Club shall continue only for the period covered by the subscription but can be renewed annually on the renewal date being the first day of January each calendar year

5.4.4. Any member failing to pay their subscription within 8 weeks of the renewal date will cease to be a member of the Club and any subsequent application for membership will be subject to re-election by the Committee. No member whose subscription is in arrears shall be eligible to take part in any competitions organised by the Club and under the rules of Motorsport UK, or attend any meetings of the Club under the provisions of rule 6

5.5. Provisional Members

Any candidate for membership of the Club whose subscription has been accepted by the Membership Secretary shall become a provisional member of the Club. Provisional membership of any candidate shall only hold good until the meeting of the Committee next after payment of the subscription of such candidate

5.6. Termination of Membership and Expulsion of Members

5.6.1. Membership is terminated if:

5.6.1.1. the member dies, or if it is an organisation, ceases to exist;

5.6.1.2. the member is guilty of conduct which has or is likely to have a serious adverse effect on the Club or bring the Club or any or all of the members and directors into disrepute;

- 5.6.1.3. the member resigns by written notice to the Club;
 - 5.6.1.4. any annual subscription is outstanding as set out in the provisions of rule 5.4.4;
 - 5.6.1.5. the member has failed to observe the terms of the Club Rules; or
 - 5.6.1.6. the member is removed from Membership under the provisions of rule 5.6.2
- 5.6.2. It shall be the duty of the Committee if at any time they shall be of the opinion that the interests of the club so require, by letter or electronic means, to invite any member to withdraw from the Club within a time specified in such communication, and in default of such withdrawal to submit the question of their expulsion to a meeting of the Committee to be held within six weeks after the date of such communication. Members of the Committee shall be given at least 7 days notice that a question of withdrawal or expulsion is to be discussed at a meeting of the Committee. The member whose expulsion is under consideration shall be given at least 7 days notice of such a meeting and shall be allowed to offer an explanation of their conduct verbally or in writing and if the majority of the members present shall then vote for his expulsion, he shall thereupon cease to be a member of the Club
- 5.6.3. A member whose membership is terminated during a period of membership shall not be entitled to a refund of any subscription fee

6. Annual General Meeting and Extraordinary General Meetings

6.1. Annual General Meeting

The annual general meeting of the Club shall be held in every calendar year upon a date and at a time to be fixed by the Committee. The annual general meeting shall wherever possible be held on the same day as the annual general meeting of the Company. Each annual general meeting shall be held not more than fifteen months after the date of the preceding annual general meeting.

6.2. The Annual General Meeting shall:

- 6.2.1. Receive from the Committee a full statement of accounts showing the receipts and expenditure for the year ending
- 6.2.2. Receive from the Committee a report of the activities of the club during the said year

6.2.3. Elect the President and Vice Presidents, Directors, Club Secretary, Treasurer and Competition Secretary of the Club

6.2.4. Elect the Committee

6.2.5. Decide on any resolution which may be duly submitted to the meeting as provided in these rules

6.3. General Meetings

A general meeting may be convened by direction of the Committee, or on requisition of the Club Secretary stating the business for which the general meeting is required and signed by not less than 10 members. If the meeting so requisitioned is not convened within 21 days, the said 10 members may convene such meeting

6.4. Right to be Present

No person can take part in general meetings as described in this rule unless they have been duly elected as a member of the Club and have paid their subscription in accordance with the rules

6.5. Notices

All members with a right to be present shall receive notice in writing not less than twenty-one days before the date on which an annual general meeting or general meeting is to be held, notifying the details of such meeting

6.6. Agenda

A copy of the agenda shall be sent to every member with a right to be present 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. No business that is not included in the agenda shall be discussed at a meeting unless a majority of the members present are in favour thereof

6.7. Quorum

No business shall be transacted at any annual general meeting or general meeting unless a quorum is present. One tenth of members with a right to be present shall form a quorum

6.8. Voting

Every member with a right to be present may exercise one vote

7. **The Club Committee**

7.1. Constitution

7.1.1. The Committee shall consist of not less than eight and not more than eighteen members, exclusive of the President, Vice-Presidents, Club Secretary and Treasurer, who shall be ex-officio members of the Committee. The Committee shall elect from amongst its own

members a Chairman and Vice-Chairman. One half of the Committee to include at least one half of the directors, plus the Chairman shall form a quorum

7.1.2. The Committee roles shall consist of:

7.1.2.1. **President** being a person elected by the members at the annual general meeting due to their standing position within motorsport or other quality

7.1.2.2. **Vice Presidents** being persons elected by the members at the annual general meeting due to their standing position within motorsport or other quality. There shall be a maximum of three Vice Presidents

7.1.2.3. **Directors** being persons elected by the members at the annual general meeting in accordance with the provisions of the Articles of Association due to their standing position within motorsport or other quality. There shall be a minimum of three directors

7.1.2.4. **Club Secretary** being a person elected by the members at the annual general meeting who is responsible for co-ordinating the general administration of the Club, to include directing enquiries, correspondence and communications to the appropriate official of the Club, organising meetings, sending notices, recording minutes and such other administrative tasks as shall arise. It is advantageous for the person fulfilling the role of Club Secretary to have a background in administration

7.1.2.5. **Treasurer** being a person elected by the members at the annual general meeting who is responsible for co-ordinating the financial affairs of the Club, to include keeping the books of account in proper order, planning, budgeting, preparing statements of account for the directors and the Committee, liaising with the Club's Accountants and providing information required for the preparation of the annual accounts. It is advantageous for the person fulfilling the role of Treasurer to have a background in finance

- 7.1.2.6. **Competition Secretary** being a person elected by the members at the annual general meeting who is responsible for arranging the competitive activities of the Club, to include setting up the event calendar, applying for the appropriate licences and permits, ensuring that key personnel are appointed to attend events in accordance with the rules of Motorsport UK, organising Club championships, liaising with other Clubs, organisers, regional associations and Motorsport UK on all aspects of motor sport competition and regulations. It is advantageous for the person fulfilling the role of Competition Secretary to have experience as a competitor and organiser
- 7.1.2.7. **Committee Members** being persons elected by the members at the annual general meeting who are responsible for assisting in the promotion and organisation of Club activities. Committee members can be elected to fulfil roles as set out in rule 7.1.3
- 7.1.3. From the Committee Members the Committee shall elect:
 - 7.1.3.1. **Chairman** being a person elected annually to fulfil the prime function of coordinating all activities of the club and leading and guiding other officials in carrying out their duties. The chairman is the keystone on which the success or otherwise of the club depends.
 - 7.1.3.2. **Vice Chairman** being a person elected annually to act as deputy to the Chairman to act on their behalf in their absence and generally assist them in their duties
 - 7.1.3.3. **Membership Secretary** being a person elected from time to time by the Committee who is responsible for memberships of the Club, to include keeping accurate and up to date records of all elected members, processing new membership applications in accordance with the rules, collecting in subscriptions and dealing with membership renewals
 - 7.1.3.4. Other specific roles such as Event Secretary, Chief Marshal, Press Officer, Web Master, Equipment Officer

as are determined necessary by the Committee from time to time

- 7.1.4. No Committee member shall hold more than two Committee roles at any one time, except under exceptional circumstances and then only for a limited time period
- 7.2. The role and powers of the Committee shall be as follows:
 - 7.2.1. To manage the business of the Club, including paying expenses as it thinks fit
 - 7.2.2. To make such regulations as it thinks fit relating to the conduct and organisation of the business and affairs of the Club, and relating to the conduct and organisation of all motor sports competitions events and the like organised by or on behalf of the Club
 - 7.2.3. To make such regulations as it thinks fit in relation to prescribing qualifications of fees and formalities to be complied with by anyone (whether a member or not) entering or taking any part in any event to include spectators at events on which spectators shall be entitled to be present
 - 7.2.4. To make such regulations as it thinks fit in relation to the terms on which members may enter or take part in as a representative of the Club any such event organised by any other person, Club or organisation
 - 7.2.5. To appoint Sub-Committees of not less than three persons to meet on its behalf in respect of any matter which is specifically referred to such Sub-Committees
 - 7.2.6. Any changes to the above functions of the Committee shall be as determined from time to time by the directors
- 7.3. Appointment to the Committee
 - 7.3.1. The President and Vice Presidents of the Club and the Club Secretary, Treasurer, Competition Secretary and Committee shall be elected at the Annual General Meeting and subject to termination of office by resignation at the next Annual General Meeting following their appointment. The directors shall be elected and subject to termination of office in accordance with the Articles of Association. The Committee shall have the power to co-opt other members as they deem necessary. The retiring officers and other members of the Committee shall be eligible for re-election

- 7.3.2. Nominations of candidates for election to the Committee must be received by the Club Secretary not less than fourteen days before the Annual General Meeting, with an intimation from each member nominated that they are willing to serve. Nominations of Candidates shall be signed by the member proposing them. Nominations received outside of this timeframe shall be considered at the discretion of the meeting
- 7.3.3. No person who is not a member of the Club and no person who is a minor shall in any circumstances be eligible to be a member of the Committee
- 7.3.4. No person who is a committee member of any other motor club shall be eligible to be a member of the Committee
- 7.4. Rotation of Members of the Committee
 - 7.4.1. All Committee members, save for three, shall retire from the Committee each year at the Annual General Meeting
 - 7.4.2. The Committee members to retire first shall be those members that have been in their position the longest since their last appointment
 - 7.4.3. In the case that several members were appointed to the Committee on the same date, in absence of any agreement, the Committee Members to retire shall be decided by lot
 - 7.4.4. Any retiring Committee members shall be entitled to stand for re-election
- 7.5. Disqualification from the Committee
 - 7.5.1. A member of the Committee shall be disqualified from the Committee if:
 - 7.5.1.1. A receiving order is made against a member, or a Member makes an arrangement or composition with a creditor
 - 7.5.1.2. A member becomes of unsound mind
 - 7.5.1.3. A member ceases to be a Member of the Club
 - 7.5.1.4. A member resigns their position in writing to the Club
 - 7.5.1.5. A member is convicted of a fraudulent offence
 - 7.5.1.6. A resolution is duly passed to remove a member from their position
 - 7.5.1.7. A member does not attend three consecutive meetings of the Committee without sufficient reason
 - 7.5.1.8. A member brings the Club into disrepute

7.6. Meetings of the Committee

- 7.6.1. The Committee shall usually meet on the third Monday of each calendar month
- 7.6.2. The Club Secretary either of their own accord or by the direction of the Chairman shall, unless otherwise agreed by all of the Committee, give at least seven days written notice of a meeting
- 7.6.3. It shall be the duty of the Club Secretary to attend in person or by deputy, all meetings of the Club and all meetings of the Committee to take minutes of the proceedings. Such minutes shall be presented for confirmation at the following meeting
- 7.6.4. The minutes of all meetings shall be retained for a minimum of ten years in either paper or electronic format
- 7.6.5. When members wish a matter to be discussed at a Committee meeting, the text of such matters shall be sent to the Club Secretary at least seven days before the date of such meeting so that it may be included in the agenda
- 7.6.6. A copy of the agenda shall be sent to each member of the Committee 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. No business which is not included in the agenda shall be discussed at a meeting unless every member present is in favour thereof
- 7.6.7. The Chairman or in his absence, the Vice-Chairman shall preside as Chairman at every meeting. If at any meeting neither shall be present 15 minutes after the time appointed for holding the same, the members present shall choose a member of the Committee to preside
- 7.6.8. No business shall be transacted at any meeting of the Committee unless a quorum is present as set out in rule 7.1.1. If 15 minutes after the time appointed for holding a meeting a quorum is not present, the meeting shall be adjourned
- 7.6.9. Each member present at a meeting of the Committee shall be entitled to exercise one vote. The Committee shall vote by ballot if any member present so demands. The Chairman shall not vote except in the exercise of a casting vote. A majority vote decides a resolution

7.6.10. At a meeting of the Committee one half of the members of the Committee may demand a Poll, and thereupon the meeting shall be adjourned to a time and place to be named by the Chairman, and a postal or electronic vote shall be taken of all members of the Club, the decision of the members, as shown by the vote, shall be reported to the adjourned meeting and shall be deemed to be the decision of such meeting

7.6.11. The directors shall consider decisions made by the Committee and reserve the right to overrule any such decision should it be deemed necessary to do so in the best interests of the Club

8. Events

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

8.2. Any member convicted of an offence arising out of his 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 the provisions of 5.6 above

9. Use of Club Name and Address

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

10. Badges

10.1. Any badges issued to a member by or for the Club shall remain the property of the Club. On termination of their membership, members shall deliver up such badges to the Club Secretary

11. Banking

11.1. All monies of the Club shall be banked by the Treasurer in the name of the Club and no disbursements shall be made therefrom except in accordance with the form or forms authorised by the Committee

11.2. The income and property of the Club shall be applied solely towards the promotion of the objects of the Club and no portion thereof shall be paid or transferred directly or indirectly to any member or members of the Club

12. Alteration of the Rules

12.1. Any alterations may be made to these rules by the Committee at a general meeting provided that

12.1.1. details of the proposed alteration or alterations are included in the notice of the general meeting and

12.1.2. the resolution proposing such alteration is carried by a majority vote at such general meeting or by majority of those voting should a Poll be demanded as provided for in 7.6.10

12.2. The directors reserve the right to modify alter or amend the rules in such manner and to such extent as they may consider expedient for any purpose

13. Construction of the Rules

13.1. These rules shall in all respects be governed by and construed in accordance with English law and the Club and the members submit to exclusive jurisdiction of the English Courts

13.2. A copy of these Rules as varied from time to time shall be made available for inspection by any member at the Registered Office of the Club at all times during usual business hours and available at all times on the Club's official website. Copies of the Rules shall be supplied to any member on request at such reasonable charge as the Committee shall specify

14. Notices

14.1. A notice may be given by the Committee or the Club to any member by sending it by first class post to the member's postal address as appearing in the register of members. Any notice so sent by post shall be deemed to have been given on the second day following posting if such address is within the United Kingdom, or on the fifth day if outside the United Kingdom and in proving such service it shall be sufficient to prove that such letter was properly addressed, stamped and posted. Notice may also be given electronically to such email address as provided in the members' membership application form, and shall be deemed to be served one hour following submission

14.2. Service of a notice or document on any one of several members shall be deemed effective service on the other members

14.3. Any notice or document sent by post or electronic means or left at the last known address of a member shall notwithstanding that such member may then be dead or insolvent be deemed to have been duly served

14.4. The accidental omission to give notice of a meeting to, or the non-receipt of a notice of a meeting by any person entitled to receive such noticed shall not invalidate the proceedings of that meeting and the words 'accidental omission' shall include an omission which was deliberate but which arose out of or was connected with an honest but mistaken view of law or fact by any officer of the Committee

15. **Headings**

15.1. The headings to these Rules are for ease of reference only and are not to be taken into account in their interpretation

16. **Dissolution**

16.1. The Club may be dissolved by a general meeting convened by direction of the Committee, or on the requisition of the majority of the members.

16.2. If the resolution of dissolution be duly passed, the affairs of the Club shall forthwith be liquidated and if there be any surplus assets on realisation, these shall be transferred to such institution, society or club concerned with motoring and motor sport as shall be selected by the members.