

Derby Cycling Group Constitution

The name of the group shall be Derby Cycling Group.

The objects of the group shall be the encouragement of cycling and the provision, maintenance and improvement of cycling facilities in Derby and district.

Membership of the group shall be open to any person, subject to the right of the committee to refuse membership without stating a reason. A class of Family Membership shall be allowed for named members of a family living at the same address. Only two family members shall be allowed a vote at any meeting of the group. Members who have not attained the age of 14 years shall not have a vote nor be eligible to serve on any committee except as a co-opted member.

The group shall be managed by a Committee which shall consist of a Chair, a Secretary, a Treasurer and up to seven other members. Committee members shall be appointed at the AGM. Additional committee members may be co-opted to the committee by majority vote of the committee and will serve for the period until the following AGM. Any committee member must be a fully paid up member of the group.

Committee meetings shall be held as found necessary. At least seven days notice shall be given to members of the committee by the Secretary. A quorum at committee meetings shall be four members. Other members of the group may attend committee meetings and may speak (unless excluded by resolution of the committee) but may not vote on any formal matter.

A General Meeting shall be held annually on a date between 1st April and 30th June inclusive. Notice of the meeting shall be given to members at least 14 days in advance and shall state the business to be conducted including all motions to be put. Business at this meeting shall include:

- Chair's report for the previous year.
- Treasurer's report for the previous year.
- Election of the Chair, Secretary, Treasurer and Committee Members to serve until the next Annual General Meeting.
- Appointment of an auditor who shall not be a member of the committee.
- Fixing the subscription for the current year.

A quorum at this meeting shall be twelve members.

A Special General Meeting shall be called by the Secretary within one month of the receipt of a written request signed by at least twelve members stating the reason for the meeting and any motion to be put. Notice of this meeting and the quorum to be as for the annual meeting. The only business to be conducted shall be that for which the meeting is called.

The group's year shall be from 1st April to 31st March, for which period annual reports and accounts shall be compiled. Membership shall be deemed to extend to one month after the Annual General Meeting. Members who have not renewed their subscriptions by six months after the AGM shall be assumed to have resigned. Any person first joining the group between 1st January and 31st March shall be credited with membership of the group until the end of the following financial year.

At all meetings, the chair shall be taken by the Chair of the group, failing whom the meeting shall select a chair. At all meetings, the Chair of the meeting shall not have any vote except a casting vote.

The Secretary shall keep a minute book recording business at all general meetings and committee meetings.

The Treasurer shall keep accounts of all financial transactions by and on behalf of the group and be responsible for membership records. If agreed by a general meeting, a separate Membership Secretary may be appointed to maintain membership records for the group.

Any change to this constitution must be put as a motion to a General Meeting and shall require a 2/3 majority of those present and voting in order to be accepted.

Any matter not herein defined shall be decided by the committee.

In the event of the group being wound up, any funds remaining after payment of due debts, and any other assets shall be donated to a group which includes similar objects or, failing that, to the local chapter of Cycling UK (CTC Derby and Burton).

Original by DB 11.04.81, amended by resolution at the AGM 13th May 1992, further amended at the 2012 AGM and the 2023 AGM.