

# HEREFORD CAVING CLUB CONSTITUTION

- 1 The Club shall be called the Hereford Caving Club.
- 2 The objects of the Club shall be: - The Exploration, Scientific Study and Survey of Caves and Mines. The Organisation of Expeditions to regions of interest.
- 3 Persons who support the objects of the Club and are deemed by the Committee fit (by virtue of their aptitude and attitude) may join as Caving Members or Non-Caving Members. Persons wishing to become Caving Members may take part in up to four Club trips as 'Prospective' Members after which, if the Committee deems them fit to continue caving with the Club, they may upon completion of a form of application and payment of any required subscription fee become initially a 'Provisional' Member. Persons wishing to become Non-Caving Members shall upon completion of a form of application and payment of any required subscription fee become initially a 'Provisional' Member. A 'Provisional' Member shall be converted to a 'Full' Member only if the Committee has assessed them as fit to be a Member, which assessment should take place no later than 6 months after their appointment as a 'Provisional' Member. Neither 'Prospective' nor 'Provisional' Members shall have any of the rights or privileges granted to 'Full' Members (including voting rights or membership of Committees) but shall be entitled to participate in the activities of the Club.
- 4 All persons must hold appropriate public liability insurance when undertaking caving activity with the Club. The Club will maintain such insurance for all Members (including 'Provisional' Members; and 'Prospective' Members for a maximum of four Club trips) by virtue of its membership of the British Caving Association.
- 5 The management of the Club shall be vested in a Committee, consisting of the Officers, (i.e. President, , Chairman, Secretary, Treasurer, Librarian, Trip Secretary, Equipment Officer, Publication Officer and Cave Management Representative.) and up to four Ordinary Members, all of whom shall be elected at the AGM and shall hold office for one year. Five Members shall form a Quorum.
- 6 Each Member shall pay an annual Subscription, due on the First of December, at a rate decided by the AGM. Members joining the Club during the year shall pay a pro-rata fee determined at the discretion of the Treasurer.
- 7 An Annual General Meeting of the Club shall be held in November, either face-to-face or online:-
  - (a) to receive reports from the Officers.
  - (b) to elect Officers and Ordinary Members of the Committee.
  - (c) to amend, modify or delete any part of the constitution.
  - (d) to discuss and decide on any matters affecting the Club.

Matters at the AGM shall be decided by majority voting of all Members present, with the Chairman holding a casting vote. The quorum for the AGM shall be five Members or 25% of the membership whichever is the greater.

- 8 Any Member more than one month in arrears shall be deemed to have ceased membership and shall not be eligible for re-election until all arrears have been paid.
- 9 An Extraordinary General Meeting, of which at least 14 days notice, in writing, shall be given to all members, shall be convened either face-to-face or online at the request of the Committee, or on the written request of at least 10 Members. The business to be transacted at such a meeting shall be set out in the notice convening the meeting. No other business shall be transacted thereat. Matters at the EGM shall be decided by majority voting of all Members present, with the Chairman holding a casting vote. The quorum for the EGM shall be five Members or 25% of the membership whichever is the greater
- 10 The Committee shall have power to suspend or expel any Member for breach of any part of this constitution or who, for any other reason, the Committee considers unfit to be a Member.
- 11 'Full' Members, 'Provisional' Members and 'Prospective' members are expected to comply with the Club constitution and such Club rules as may be agreed from time to time and shall respect advice and instruction provided by experienced Club cavers .
- 12 'Full' Members, 'Provisional' Members and 'Prospective' members are expected to comply with the National Caving Code and Countryside Code.
- 13 The Committee shall have power to co-opt during the year two additional Members from amongst Club Members, such Members to retire at the end of the Committee year in which they are co-opted.
- 14 Any matter not provided for in the constitution shall be dealt with by the Committee whose decision shall be final.
- 15 The Club does not, and by its laws may not, use Club funds for personal gain, to or between the Members.
- 16 The Club may hold freehold or take on lease, in the names of agreed Trustees, any land or premises for the purposes of the Club and to sell, exchange, mortgage, lease or build upon the same.
- 17 Whilst any member is caving under the name of Hereford Caving Club at least 50% of their party should be 'Full' Members of the Club.
- 18 This constitution was amended on 01-Jan-2025.