



GENERAL RULES

1. The Club shall be called the “Bottisham & Burwell Photographic Club” and membership shall be open to anyone interested in photography.
2. Membership of the Club implies the undertaking to comply with and abide by these rules.
3. An annual subscription and an attendance fee shall finance the Club. Both the annual subscription and the attendance fee shall be reviewed by the Club Committee for discussion and possible adjustment by the club members at an Extra-ordinary General Meeting to be held on or about 1st April each year for subsequent implementation in September of that year.
4. The Officers shall consist of a Chairperson, Honorary Secretary, Honorary Treasurer and Programme Secretary to be elected at the Annual General Meeting.
5. The affairs of the Club shall be managed by a Committee consisting of the Officers and a minimum of 4 committee members, all to be elected annually. The Committee may also co-opt other club members as non-voting members of the Committee to carry out specific tasks.
6. All Officers and Committee members are eligible for re-election each year.
7. Candidates for election to membership shall be proposed by one member and seconded by another, with the signed approval of the candidate proposed.
8. Special meetings may be convened on submission of a requisition signed by at least 10 ordinary members, stating the object of the meeting and sent to the Secretary at least 14 days before the date proposed.
9. At Committee and General meetings of the club a minimum of 2 Officers and 2 Committee members shall be present to form a quorum.
10. The Secretary shall keep minutes of all meetings and conduct the correspondence of the Club. A Committee member with a specific task shall carry out any correspondence relating to that task. The Treasurer shall collect all subscriptions and monies due after authorisation by the Committee. At the end of February each year, a Balance Sheet shall be drawn up by the Treasurer and approved by an independent Accounts Verifier appointed for that purpose at the Annual General Meeting, and such Balance Sheet shall be available to each member of the Club at the following Annual General Meeting.
11. A member may be expelled or asked to resign from the Club at the decision of the Committee. Any member expelled or asked to resign shall have the right of appeal to a Special General Meeting called for that purpose.

All Committee proceedings and those of any Special General Meeting called under this rule shall be treated as privileged and confidential.

12. The name of any member whose subscription is more than 3 months in arrears may be removed from the list by decision of the Committee.
13. In the event of the club's dissolution a Special General Meeting shall be called and a decision made then or subsequently as to the disposal of any Club assets.
14. No alteration of or addition to these rules shall be made except by the Annual General Meeting or a Special Meeting called in accordance with Rule 8.
15. The Rules for the Club competitions shall be considered to be Appendices to these Rules. Any changes deemed to be necessary should be approved by a majority of at least three Committee members present at the time. In the event of a tie then the competition rule in question will stand in its original form. Should any alteration be made then it shall be recorded by each Committee member present at the time and submitted to the Secretary for inclusion in the agenda for the next Committee meeting. Should any alteration to a rule be made then it shall be approved by the full Committee at the next Committee meeting and ratified at the next Annual or Special General Meeting.
16. In the event of the definition of a named competition, where there is a possibility of contention, then the definition shall be that given by the Collins Dictionary of the English Language or The Oxford Concise English Dictionary.

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