



Morris Minor Owners Club

(For Morris Minors manufactured between 1948 and 1971)

Associated with the R.A.C.

Web: <http://www.MorrisMinorOC.co.uk>

BRANCH CONSTITUTION

THE WEST SUSSEX MORRIS MINOR OWNERS CLUB (hereafter referred to as 'the branch') shall be a local branch of the Morris Minor Owners Club (hereafter referred to as the MMOC) and not an independent club.

The object is to encourage and promote social and sporting events, the exchange of information, technical or otherwise, together with matters of general interest to Morris Minor Owners and enthusiasts

GENERAL RULES

The general rules of the MMOC shall apply to the Branch except where specifically excluded by this document. ALL members of the branch committee MUST be members of the MMOC. The MMOC holds Public Liability Insurance covering Branch members and Officials when they pursue normal branch activities. (Full details of the MMOC Public Liability cover are available on request from the MMOC office in Derby)

To attain and / or retain branch status, the branch shall consist of not less than 5 members. Should membership fall below this figure the branch status will be referred to the MMOC National Committee.

MEMBERSHIP CRITERIA

Membership is open to all persons who shall be encouraged to be members of the MMOC and shall continue providing the branch membership fee is paid. This fee to be decided at the Branch AGM by resolution and vote.

People living under the same roof as a member may be a member of the club in their own right by paying an additional fee. This entitles them to the full rights of membership.

A member who holds membership of more than one branch must elect, for the purpose of the membership numbers, and the branch rebate scheme, which is his / her primary branch.

CONTACT DETAILS

Each member must ensure that an up to date Royal Mail or Email address is given to the Secretary. All official notices shall be sent to that address only.

MEETINGS

The Branch shall hold

- a) Regular meetings on a day and at a time and place to be agreed by the majority of members.
- b) An Annual General Meeting for the election of officers, committee members and the approval of the annual accounts. This meeting should be no longer than 15 months following the previous annual meeting.

BRANCH OFFICERS

The size of the Branch Committee shall be dependent on the size of the Branch and the AGM should decide how many committee members shall be elected. The committee shall consist of not less than 5 including Branch Officers

The Secretary shall keep confidential records of all members; take Minutes of the AGM and committee meetings and make a record of any decisions made at a branch meeting which may affect the branch and give notice to members

The Treasurer shall keep books of accounts and present a report to the AGM. He should also be prepared to verify the financial position of the branch upon request and to have his books available for inspection

The Branch may also appoint two members to represent its interests at Area and National Liaison meetings.

COMMITTEE MEETINGS

The Officers and Committee of the branch should meet at least once in every quarter each year. The Chair shall preside over Branch and Committee meetings. In the absence of the Chair another member of the committee should preside.

There must be present at each committee meeting not less than two thirds of the committee members or in the case of a committee of five not less than three members. If this quorum is not present the committee cannot make any decisions which effect the Branch. All decisions of the Committee shall also be by majority vote and to be valid there must be not less than two thirds of the Officers and Committee members in attendance.

Notice of Committee meetings shall be sent by the Secretary to each committee member not less than 14 days prior to the meeting unless all members of the committee waive this provision.

The Chair of a Branch shall preside over all meetings. In the absence of the Chair the Secretary shall preside or in the absence of both the meeting shall elect a suitable member to chair the meeting

EXCLUSION of MEMBERS

The branch committee have the right to bar or terminate the membership of any person acting in any way likely to bring the branch, the MMOC or any of its members into disrepute.

A recommended procedure for the exclusion of any member from the branch is available in the MMOC Official Handbook

BRANCH REBATE SCHEME

The Branch Rebate Scheme is available for all branches but in order to obtain the percentage determined and payable from the MMOC (the parent club), Branch Treasurers must submit an appropriate form within two months of the period for which rebate is payable. Rebate will only be paid for primary branch members who are fully paid up members of the MMOC.

Rebate forms should be returned to Susan Akrill by the 15th of January each year.

Payments can be made by BACS or Cheque. New rules on presenting Cheques within the specified six month period are operative from May 2022

The Process for claiming from the Branch Rebate Scheme is available in the MMOC Official Handbook

ANNUAL GENERAL MEETING

The date, place and time of the AGM must be notified by letter or eMail or by publication in the Branch Newsletter and circulated to all members at least 21 days in advance of the meeting.

Duties and obligations

At the AGM the Branch will

- a) Receive the Officers' reports on the years events.
- b) Receive and approve the statements of account and financial affairs of the Branch.
- c) Elect a Chair, Secretary and Treasurer and not less than two, nor more than six committee members. The Chair, Secretary and Treasurer who are the Officers of the Branch and all members of the Committee must be fully paid up members of the MMOC.
- d) Consider and agree an annual branch membership fee and / or a fee per meeting attended.

All fully paid-up members of the branch aged 16 or over shall be entitled to have one vote

All votes shall be by show of hands on a simple majority. In case of a tie the Chair shall have an additional deciding vote

CLOSURE of A BRANCH

In the event of the branch facing closure the Officers serving on the Committee should in the first instance notify the National Committee of the possibility of such action and seek advice, guidance and support on the best way to proceed and determine if there is any remedial action that can be taken.

Initial contact should be via the Branch Liaison Officer

In the event of the Branch ceasing to operate the Branch Members shall determine by majority vote either

1. That all monies shall be transferred to the MMOC who will hold such monies in trust for the benefit of other members forming a subsequent branch in the same general area.
2. That all monies shall be given to a specific Registered Charity or Charities

Date:.....MMOC Number:.....

COMMITTEE MEMBER

Name:.....Signature:.....

Date:.....MMOC Number:.....

Please detail the name, address and contact details of the person agreeing to be the primary contact for the Branch and who has given permission for his / her contact details to be listed in Club publications

I consent to my details below being published

Name.....

Address.....

.....

Telephone No.....

eMail.....

Please also detail the expected day, time and location for your meetings. Also list any deviation from the normal ie: don't meet in January!

Location.....

Day.....Time.....

Exceptions / Deviations.....

The WEST SUSSEX MORIS MONOR OWNERS CLUB Branch accepts the constitution and undertakes to apply in a reasonably practical way the terms outlined to all dealings of the Branch .

CHAIR

Name:.....Signature:.....

Date:.....MMOC Number:.....

SECRETARY

Name:.....Signature:.....

Date:.....MMOC Number:.....

TREASURER

Name:.....Signature:.....

Date:.....MMOC Number:.....

COMMITTEE MEMBER

Name:.....Signature:.....

Date:.....MMOC Number:.....

COMMITTEE MEMBER

Name:.....Signature:.....

Date:.....MMOC Number:.....

COMMITTEE MEMBER

Name:.....Signature:.....