

# **Federation of East Midlands Croquet Clubs**

## **Constitution**

*Adopted on 8 March 1987 and amended 19 November 1989, 10 March 1990, 15 December 1990, 10 March 1991, 14 March 1992, 22 March 1997, 20 March 1999, 29 October 2011 and 22 November 2014.*

### **1. Name**

The Federation shall be called “The Federation of East Midlands Croquet Clubs”.

### **2. Area of Influence**

The area of influence of the Federation shall be the counties of Derbyshire, Leicestershire, Lincolnshire, Northamptonshire, Nottinghamshire and Rutland.

### **3. Aims**

The aims of the Federation shall be to promote the game of croquet and co-ordinate the activities of croquet clubs in its area. The Federation shall be run under the auspices of the Croquet Association.

### **4. Membership**

Every croquet club, croquet section of a larger club, or group interested in croquet in the Area of Influence shall be eligible for membership of the Federation.

Croquet clubs located outside the Area of Influence may also apply for membership, but provisional acceptance of such applications shall be subject to ratification at the following Annual General Meeting.

### **5. Membership Fees**

The membership fees for each year shall be determined by the Annual General Meeting.

### **6. General Meetings**

- a) The Annual General Meeting shall normally be held in November to elect the officers, approve the accounts, appoint an independent examiner, fix the membership fees and conduct business for which notice has been given. Other business may be conducted at the discretion of the Chairman.
- b) An Extraordinary General Meeting may be called at the discretion of the Committee, or at the written request of at least three member clubs, specifying the business to be conducted. On receipt of such a request the committee must arrange the meeting within two months.
- c) At least 21 days notice of General Meetings and the business to be conducted at them shall be given to all member clubs. Notice of motions must be given to the Secretary at least 28 days before the meeting at which they are to be considered.

- d) Each member club shall be entitled to send two representatives to the meetings, who together with the Officers may speak and vote. Other interested persons may attend and speak but not vote. Seven voting attendees shall form a quorum.
- e) Motions (except for those covered in paragraphs 10 and 11 below), shall be carried by a simple majority of the votes cast by those present and entitled to vote. In the case of a tie the Chairman shall have an additional casting vote.
- f) Nominations for election as Officers shall be made in writing to the Secretary at least 7 days before the Annual General Meeting, proposed and seconded by two representatives or Officers with the consent of the person nominated. If there are more candidates than vacancies for any post a secret ballot shall be held, otherwise the persons nominated shall be declared elected. If any post remains unfilled nominations, duly proposed and seconded, shall be accepted from the meeting and a ballot held if necessary.

### **7. Officers**

- a) The Officers of the Federation shall include Chairman, Vice-Chairman, Secretary, Treasurer, and up to four others. All posts shall be honorary and held until the next Annual General Meeting.
- b) The Chairman shall normally chair the general meeting.
- c) The Secretary shall keep minutes of general and committee meetings, maintain a register of member clubs and act as directed by the committee.
- d) The Treasurer shall keep the accounts of the Federation and transact its financial business. He shall lay before the Annual General Meeting examined accounts for the year ending 30 September.

### **8. Executive Committee**

- a) The affairs of the Federation shall be managed by a Committee consisting of the Officers and the Federation Representative to the Croquet Association (if not one of the Officers).
- b) The Committee may fill vacancies or co-opt additional members until the next Annual General Meeting, and shall fix the date of the Annual General Meeting.
- c) The Committee shall meet at least twice a year: each member club may send two representatives to each meeting. A simple majority of those voting shall decide any question, and in the case of a tie the Chairman shall have an additional casting vote. Five members shall form a quorum.

### **9. Banking**

Bank accounts shall be maintained in the name of the Federation. Either the Treasurer, Chairman or Secretary may draw on the accounts, but no Officer shall have the power to overdraw without the express authority of the Committee.

## **10. Dissolution**

Notice of motion to dissolve the Federation must be sent to all member clubs at least 21 days before the meeting at which it is to be put. If approved by at least two thirds of those voting upon it, the Federation shall be formally wound up and the assets transferred to the Croquet Association. If the liabilities exceed the assets then all member clubs at the time of the previous Annual General Meeting shall be liable for the deficit.

## **11. Amendments to the Constitution**

Notices of motions to amend the constitution shall be sent to all member clubs at least 21 days before the meeting at which they are to be put. They shall only be carried if approved by at least two thirds of those voting upon them.