

# CONSTITUTION OF: **The Military Vehicle Preservation Group**

**ADOPTED ON: 08 NOVEMBER 2017**

## **1 Name**

The name of the Group shall be: The Military Vehicle Preservation Group

## **2 Aims**

The aims of the Group shall be: We are a not for profit group, that is not restrained by the constraints of trust or charity status. Our mission is to:

- a. Promote the preservation of ex-military vehicles and related equipment from all eras.
- b. To use the vehicles in displays, Living history, film and television work to inform and educate the public.
- c. To pay homage to the brave men and women who used the, so that future generations will know and understand the vehicles.

## **3 Powers**

In order to achieve its aims the Group may:

- a. Raise money
- b. Open bank accounts
- c. Take out insurance
- d. Organise events
- e. Work with other groups and exchange information
- f. Do anything that is lawful which will help it to fulfil its aims

## **4 Membership**

(a) Membership of the Group shall be open to any person over 18 who is interested in helping the Group to achieve its aims, is willing to abide by the rules of the Group and willing to pay any subscription agreed by the Management Committee.

(b) Membership shall be available to anyone without regard to gender, race, nationality, disability, sexual preference, religion or belief

(c) Every individual member shall have one vote at General Meetings.

(d) The membership of any member may be terminated for good reason by the Management Committee but the member has a right to be heard by the Management Committee before a final decision is made.

(e) Membership shall run from 1<sup>st</sup> March to End of February.

(f) Any member deemed to have brought the Group into disrepute will be invited to defend their actions at a meeting of the Management Committee. If deemed necessary dismissal will be by a majority secret vote of the Committee.

## **5 Management**

- (a) The Group shall be administered by a Management Committee of the Officers and not more than 4 other members elected at the Group's Annual General Meeting (AGM).
- (b) The Officers of the Management Committee shall be: the Chairman, Vice Chairman, Secretary, Treasurer, and Webmaster. Extra officers can be appointed as required which will then be ratified at the next AGM.
- (c) The Management Committee shall meet at least 3 times a year, including the AGM
- (d) The Chairperson shall Chair all meetings of the Group.
- (e) The quorum for Management Committee meetings shall be 5 members.
- (f) Voting at Management Committee meetings shall be by show of hands. If there is a tied vote then the Chairperson shall have the casting vote.
- (g) The Management Committee may by a two-thirds majority vote and for a good and proper reason remove any Committee member, provided that person has the right to be heard before a final decision is made.
- (h) The Management Committee may appoint another member of the Group as a Committee member to fill a vacancy provided the maximum number is not exceeded.

## **6 Duties of the Officers**

- (a) The duties of the Chairperson are to:
  - Chair meetings of the Committee and the Group
  - Represent the Group at functions/meetings that the Group has been invited to
  - Act as spokesperson for the Group when necessary
- (b) The duties of the Secretary are to:
  - Take and keep minutes of meetings
  - Prepare the agenda for meetings of the Committee and the Group in consultation with the Chairperson
  - Maintain the membership list
  - Deal with correspondence
  - Collect and circulate any relevant information within the Group
- (c) The duties of the Treasurer are to:
  - Supervise the financial affairs of the Group
  - Keep proper accounts that show all monies collected and paid out by the Group

## **7 Finance**

- (a) Any money obtained by the Group shall be used only for the Group.
- (b) Any bank accounts opened for the Group shall be in the name of the Group.
- (c) Any cheques issued shall be signed by the Treasurer and one other nominated official.
- (d) Cheques will be signed by any two of three signatories.
- (e) Signatories to the account cannot be related in any way.

## **8 Annual General Meeting**

- (a) The Group shall hold an Annual General Meeting (A.G.M.) in the month of February.
- (b) All members shall be given at least four weeks notice of the A.G.M. and shall be entitled to attend and vote.
- (c) The business of the A.G.M. shall include:
  - (i) Receiving a report from the Chairman on the Group's activities over the year
  - (ii) Receiving a report from the Treasurer on the finances of the Group
  - (iii) Electing a new Management Committee and
  - (iv) Considering any other matters notified to the Secretary two weeks prior to the AGM in writing for inclusion in the agenda.

## **9 Special General Meeting**

A Special General Meeting may be called by the Management Committee or by one third of the membership to discuss an urgent matter. The Secretary shall give all members fourteen days notice of any Special General Meeting together with notice of the business to be discussed. All fully paid up members shall be entitled to attend and vote.

## **10 Alterations to the Constitution**

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

## **11 Dissolution**

The Group may be wound up at any time if agreed by two-thirds of those members present and voting at any General Meeting. In the event of winding up, any assets remaining after all debts have been paid shall be distributed equally to all paid up members or given to a Charity decided by the members at the dissolution general meeting.

This constitution was adopted at a general meeting of the Group on Wednesday 8<sup>th</sup> November 2017