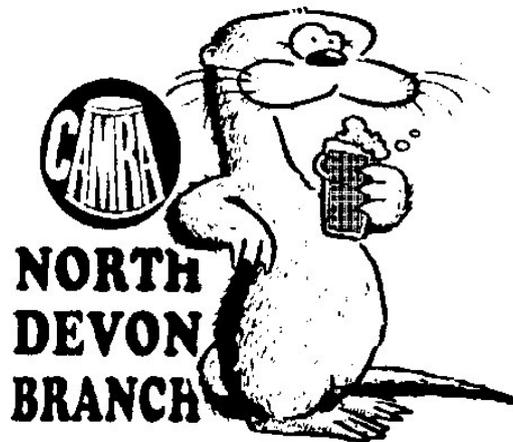




**CAMPAIGN  
FOR  
REAL ALE**

# **North Devon Branch Constitution**





# CAMPAIGN FOR REAL ALE LIMITED

## NORTH DEVON BRANCH CONSTITUTION

### 1 Name:

The name shall be the "The North Devon Branch of the Campaign for Real Ale Ltd."

### 2 Definitions:

Hereinafter.

- *CAMRA* shall mean the Campaign for Real Ale Ltd.
- *Directors* shall mean the Directors of CAMRA
- *Branch* shall mean the North Devon Branch of CAMRA
- *Member* shall mean a member of the Branch as defined in Paragraph 5

### 3 Objectives:

The objectives of the Branch shall be those of CAMRA, insofar as they are locally applicable.

### 4 Regulations:

The Branch shall observe the Regulations for Branches laid down from time to time by the Directors of CAMRA. Decisions of a general meeting of CAMRA or its Directors shall be binding on the Branch.

### 5 Membership:

Any member of CAMRA living within the geographical area of the Branch is entitled to be and any other member of CAMRA may apply to become a member, subject to the approval of the Branch Committee who may refuse membership without assigning any reason.

Any Member who ceases to be a member of CAMRA shall automatically cease to be a Member of the Branch. Membership of the branch shall impose no obligations over or above those of membership of CAMRA.

### 6 Subscriptions:

There shall be no subscription to the Branch, over or above that payable to CAMRA.

### 7 Sub-Branches:

A sub-branch may be formed by Members living within the Branch area, subject to the approval of a General Meeting of the Branch or by the Branch Committee. Sub-branches shall be subordinate in all respects to the Branch. In particular, they shall hold no finances of their own but may apply to the Branch Committee for grants for specific purposes.

## **8 Open Meetings:**

The Branch shall hold an open meeting at least once in every two calendar months.

An 'Open Meeting' can be a formal meeting, an informal meeting, a social event or a combination of these. Anyone shall be free to attend such open meetings but only Members of the Branch shall be entitled to vote on any resolutions put forward at the meeting. In the event of a tie in voting the Chairman shall have the casting vote.

No resolutions passed or approved at such a meeting shall be in any way binding on the Branch, Branch Committee or Branch officials.

A quorum for the Branch Meeting shall be one(1) Branch Committee member (Chair) plus four(4) other members present, unless otherwise previously approved by the Regional Director or the Directors of CAMRA.

Agenda items for Branch Meetings must be lodged with the Branch Secretary at least three days before the date of the meeting and agendas must be distributed to Branch Committee members at least 24 hours prior to each meeting

## **9 General Meetings:**

An Annual General Meeting (AGM) shall be held once in every year, and not more than fifteen months shall elapse between one Annual General Meeting and the next.

The business to be conducted at the AGM shall include:-

- The approval of the audited Accounts of the Branch
- The election of officials
- Appointment of Auditors

A Special General Meeting (SGM) of the Branch may be called only on the decision of the Branch Committee, on written request signed by at least five(5) members of the Branch, or by the Directors of CAMRA.

At least 28 days notice of any General Meeting shall be given to all members of the Branch and to the Directors of CAMRA either by post, electronic message or by a CAMRA publication which in the ordinary course of events will give sufficient notice.

Any General Meeting shall be held at such time and place as directed by the Branch Committee or the Directors. The inadvertent failure to give notice of a General Meeting to a person entitled to such notice shall not invalidate the proceedings of the Meeting.

Only Directors and Members of the Branch shall be entitled to vote at any General Meeting. Other persons nominated by the Directors shall be entitled to attend but not to vote at such a meeting. Other persons may attend such a meeting at the Chairman's discretion but may not vote.

Except for decisions to amend the constitution or to wind up the Branch, decisions at General Meetings shall be by simple majority of those Directors and Members present and voting. In the event of a tie, the Chairman shall have the casting vote.

A quorum for a General meeting shall be two(2) Directors/Branch Committee members (one to act as chair) and five other members present, unless otherwise previously approved by the Regional

Director or the Directors of CAMRA. If an AGM is inquorate, the retiring committee shall reconvene the meeting not less than three weeks and not more than seven weeks later, and the proceedings of the reconvened meeting shall be valid irrespective of the number present.

Agenda items for a General Meeting must be lodged with the Branch Secretary at least one week before the date of the meeting and agendas must be distributed to Branch Committee members at least 24 hours prior to this meeting.

#### **10 Branch Committee:**

The Branch Committee shall consist of at least a Chairman, a Secretary, a Treasurer, a Membership Secretary and a Pubs Officer. Other optional Committee members can be added subject to the guidelines for membership of the Committee as laid down by the Directors of CAMRA or at a General Meeting of CAMRA. The Committee members shall be elected at an AGM and shall take office on election at that meeting. They shall retire at the following AGM but may offer themselves for re-election. The Branch Committee may fill any casual vacancies that arise during the year by co-option.

Each approved Sub-branch may nominate a representative to the Branch Committee in addition to the elected and co-opted members. Sub-branch representatives shall have the same voting rights as other members. If a Sub-Branch representative is unable to attend a particular Committee meeting, the Sub-branch may nominate a deputy for that meeting. Recognition of Sub-branch nominations shall be at the discretion of the Chairman.

Nominations for posts on the Branch Committee shall be proposed and seconded in writing by members of the Branch and shall bear the written agreement of the nominee. At the Chairman's discretion, further nominations may be taken from the floor of the AGM provided that there is evidence of the nominees' willingness to stand.

The conduct of the elections is at the discretion of the Chairman, (e.g. by written ballot or a show of hands), except any election for the post of Chairman which shall be conducted by a person appointed by the meeting for that purpose.

In the event of the resignation of the entire Branch Committee, the Directors of CAMRA will appoint such interim officers as may be necessary to manage the affairs of the Branch until a General Meeting of the Branch can be properly convened.

#### **11 Committee Meetings:**

The Branch Committee shall normally meet not less than once in every two calendar months and the quorum for such a Committee meeting shall be not less than 3 members of the Branch Committee.

#### **12 Finances:**

The financial year of the Branch shall commence on the first day of March in each year. The assets of the Branch shall be under the control of the Branch Committee and no payments shall be made out of the Branch monies except by authority of the Branch Committee. The Branch Committee shall ensure that the Treasurer keeps proper books of Account and that all monies received are placed to the credit of an Account in the name of the Branch at such Bank as the Committee may from time to time select.

Branch funds of any UK Branch shall not be deposited or held in Bank or other Accounts (whether interest bearing or not) located outside of the United Kingdom. (e.g. not to be in IOM or Channel Island Bank Accounts).

Branch funds of any UK Branch, if deposited in interest paying accounts, will be made only in institutions where UK tax is deducted at source.

All cheques and other orders relating to the Bank Account shall be signed by the Treasurer and one of two other members of the Committee appointed by the Committee for that purpose.

All books relating to the finances of the Branch shall be produced to the Directors of CAMRA or their duly authorised representative on demand, on seven days clear notice to the Branch.

### **13 Audit:**

The Accounts of the Branch in each year shall be audited either by a professional auditor or by two members of CAMRA, neither of whom shall be a member of the Branch Committee nor a Director of CAMRA.

The Accounts drawn up shall include combined Profit and Loss accounts and Balance Sheets indicating all monies held by the Branch or on behalf of the Branch.

Two copies of the audited Accounts shall be lodged with CAMRA at its Registered Office and with the Regional Director in whose region the Branch is situated within one month of the date of the Annual General Meeting.

### **14 Bye-Laws:**

Subject to the approval of the Regional Director the Branch Committee shall have power (unless and until overruled by the Branch in General Meeting) to adopt Bye-Laws for the better furtherance of the objects of the Branch.

### **15 Winding Up:**

The Branch may be wound up at any time by the Directors of CAMRA or by a SGM called for that purpose, the business having been notified in the notice convening the same, and upon a resolution to that effect being passed by a majority of at least two thirds of those present and entitled to vote. Upon dissolution the assets shall be used firstly to pay off all proper liabilities of the Branch and any surplus thereafter shall be paid to CAMRA. If the Branch membership falls below 25 the Branch may be wound up.

### **16 Alteration to Constitution:**

This Constitution may be altered only at an Annual General Meeting or Special General Meeting called for that purpose, with the specific alteration having been stipulated in the notice convening the same and subject to the approval of at least two thirds of those present and entitled to vote.

Before any such alteration shall become effective it shall be approved by the Directors of CAMRA or their duly authorised representative.

### **17 Notice:**

The accidental omission to give notice of any meeting to any person entitled to such a notice shall not invalidate any proceedings at the meeting.