RULES

1. TITLE.

The organisation shall be known as “The Bradford Telephone Area Sports and Social Club”.

2. OBJECTS.

To promote and provide sports and social activities for all BT/Openreach people and former BT/Openreach people principally employed or living in the Bradford Telephone Area.

3. MEMBERSHIP.

Membership shall be open to all BT/Openreach people and former BT/Openreach people as described in Rule 2.

4. MANAGEMENT

The management shall be by an Executive Committee elected annually at an Annual General Meeting on the following basis of representation: -

Chairman

Vice Chairman

General Secretary

Treasurer

Representation from the general membership, to a maximum of ten.

No one person may hold more than two positions of office within the Club.

Three members shall form a quorum at an executive meeting.

The Executive Committee shall have the power to co-opt where nominations are not received for the above representatives.

The Chairman, General Secretary and Treasurer shall constitute a Standing Committee and be empowered to deal with any urgent or emergency matter.

5. FINANCE

Shall be by a General fund built up by: -

a) Voluntary donations.

b) Support from Patrons.

c) Membership subscriptions of; -

i) £0.44 per month

ii) £5 per annum

Collections shall be arranged by monthly deductions from pay, or an annual fee payable to BTAS&SC.

d) Consent forms must be signed by each member before subscriptions are made.

E)

i) All moneys received shall be paid at once by the Honorary Treasurer into the nominated bank account, in the names of the Honorary Treasurer, the Chairman and the General Secretary. Drawing shall be against the joint signatures of any two of the officers named.

ii) The Honorary Treasurer shall keep proper accounts and shall prepare a Balance Sheet annually. The Balance Sheet shall be completed annually, ready for audit and shall associate all relevant vouchers, bank statements and cheques. This to be done in time for the Annual General Meeting.

iii) The auditor's shall examine the books and complete the audit annually in time for submission to the AGM. Written certification shall be given in the Treasurer’s book in the following terms: -

“I HEREBY CERTIFY that this is a true and correct record statement of all transactions conducted by me during the year ended 31 December and state the end YEAR.

Signed...........................................Honorary Treasurer”

f) The Secretary and the Treasurer can each be paid an annual honoraria, to be decided annually at the Annual General Meeting.

6. FINANCIAL YEAR

The Financial year of the Club shall be the calendar year. All Section Secretaries shall submit to the Honorary General Secretary by 31 January of each year an audited financial statement and brief report of activities for the previous year and an estimate of funds required for the following year.

7. ANNUAL GENERAL MEETING

Confined to members of the club shall be held annually. General Meetings may be convened by the Executive Committee more frequently than annually at their discretion.

9. AUDITS

The accounts of the Club shall be audited annually by an external source for presentation to the Annual General Meeting.

10. ORGANISATION OF SPORTS AND SOCIAL SECTIONS

Sections shall be organised for specific activities where support is forthcoming, on authority of the Executive Committee. They shall elect their own Section Officers and be responsible for their own domestic arrangements.

11. LIFE MEMBERSHIP

The Executive Committee shall have the power to grant Life Membership to this Club for services rendered on its behalf.

12. ALTERATION TO RULES.

Rules may only be made or altered by majority vote at a General Meeting and the Honorary General Secretary shall publish any proposed amendments at least seven days before the date of a General Meeting.

13. WINDING UP

13.1 Dissolution of the Club may only be carried out at Special General Meeting. The required majority for any resolution shall be two thirds of the members present.

13.2 In the event of the Club ceasing to exist, any funds must go to a successor Organisation, or, in the absence of this, an account or accounts to be used for the purpose of providing recreation facilities for BT/Openreach people and former BT/Openreach people in the locality.