

**THE SUFFOLK, ESSEX, CAMBS BORDERS BRANCH (SECB)**  
**of THE ASSOCIATION OF WOODTURNERS OF GREAT BRITAIN**

**Constitution ratified at Annual General Meeting January 2016**

**SECTION 1 - GENERAL**

- 1a. The group shall be known as The Suffolk, Essex and Cambs Borders Local Branch of the Association of Woodturners of Great Britain, or, in short, The SECB.
- 1b. The aims of the group shall be to further the interests of Woodturners in the area and woodturning in general.
- 1c. Regular group meetings will be held once per month.

**SECTION 2 - MEMBERSHIP**

- 2a. Membership shall be open to all persons with an interest in Woodturning.
- 2b. Junior Membership is available to members under the age of 18 years.
- 2c.
  - 1. Honorary membership may be awarded for services to the Group at the discretion of the members at any AGM or EGM.
  - 11. Honorary Members shall enjoy free membership of the Group and will always be regarded as a fully paid-up member, and retain all other rights and privileges associated with the group.

**SECTION 3 - SUBSCRIPTIONS**

- 3a. The annual membership subscriptions shall be payable at the end of the January AGM taking into account any changes in the subscription rate brought about by that AGM.
- 3b. Membership fees payable by Junior members shall be subject to a 50% concession.
- 3c. New members joining the group other than in January shall have the annual subscription rate reduced by one twelfth of the annual rate for each full month which has elapsed. Existing members shall be deemed to be renewing membership as from January.
- 3d. New members may attend two meetings as visitors, after which they will be expected to pay a membership fee as appropriate as from their first visit.
- 3e. There will be a two month period of grace after subscriptions are due before existing members lose all voting rights and privileges of membership. Renewal after this date will not qualify for a reduction as in 3c.
- 3f. Any changes to the subscription rate should be made at an AGM or EGM.

**SECTION 4 - GROUP ADMINISTRATION**

- 4a. The affairs of the group shall be administered by an executive committee which should consist of seven elected persons, all of whom must be fully paid up members.
  - i. A CHAIRMAN, who will chair committee, group, AG or EG meetings.
  - ii. A VICE-CHAIRMAN, who will stand in for the Chairman when necessary
  - iii. A SECRETARY, responsible for correspondence, membership records and the general affairs of the group.
  - iii. A TREASURER, responsible for making all payments and receiving all moneys on behalf of the group. He/she shall present an annual account to the AGM. An overall balance of the finances of the group should be available at any formal meeting.
  - iv. Four further members.
  - V. The Committee shall have the powers to Co-opt further members as necessary to form sub-committees for any special event such as a seminar.
- 4b. The Committee may meet as and when deemed necessary to discuss group matters.
  - ii. Should the committee suffer a depletion of membership during the year, the remaining committee shall be empowered to adopt one of the following courses of action: a)unanimously co-opt any fully paid-up member to serve until the following AGM, whereupon the post becomes vacant and the co-opted member may stand for the post at that AGM, or: b) call an EGM to elect sufficient committee members to fill the vacancy or vacancies.
  - iii. If the committee falls below the number of three active members, the Chairman must call an EGM and carry out the action as in 4c.ii.b.

## **SECTION 5 - CONSTITUTIONAL PROCEDURE**

- 5a. Any proposal to be put to the AGM should, if possible, be put in writing to the group meeting preceding the AGM for inclusion on the AGM agenda.
- 5b. Any changes to the rates of subscription must be proposed by two members of the group and be supported by a quorum at an AGM or EGM.
- 5c. A quorum at an AGM or EGM shall be one third of the current paid-up members
- 5d. The AGM will normally be held in January, or as soon as possible thereafter.
- 5e. The financial year of the group shall run from the first day of January to the last day of December the same year.
- 5f. An EGM may be called by the Chairman or his/her appointed deputy for the need to amend the constitution or to discuss important business.
- 5g. The Chairman, or his/her appointed deputy will be bound to call an EGM if so requested by at least one fifth of the paid-up membership.
- 5h. At least two weeks notice, in writing from the date of posting, should be given of a forthcoming AGM or EGM, usually this notice should be a minimum of one month.
- 5i. Voting will normally be by a show of hands but, if requested, a secret ballot may be agreed to.
- 5j. When votes are taken, a motion must obtain a simple majority of the voting members present. In the event of an equal vote, the Chairman should make a casting vote.
- 5k. Concessionary members shall enjoy the same voting rights as all other members.

## **SECTION 6 - WINDING-UP OF THE GROUP**

- 6a. If the membership decides to wind-up the group then ALL the group's assets, moneys, goods and equipment shall be handed over to the parent body of the AWGB to be used, held, or disposed of as is seen fit. It will be the responsibility of the last committee to carry out the winding up of the group.

## **BYLAWS**

### **1 PETER PARTRIDGE TROPHY**

This trophy will be presented to the winner (if any) of the annual competition. Each year the winner will be expected to nominate the project for the following year's competition but will not be allowed to enter that competition.

### **2 TONY WITHAM SHIELD**

This is to be presented to the winner of the novice competition. A member is considered a novice if he or she has not won a club competition before or has been turning for less than three years.