

CONSTITUTION OF NEWCASTLE IVC

Drawn up in compliance with the constitution of the Association of Inter-Varsity Clubs and revised by Annual General Meeting of the Newcastle IVC on: - 19 March 1970; 22 March 1973; 21 March 1974; 20 March 1975; 18 March 1976; 17 March 1977; 16 March 1978; 8 March 1979; 13 March 1980; 5 March 1981; 13 March 1984; 4 March 1986; 3 March 1987; 5 March 1991; 6 March 1996; 21 April 2009.

1. Name

The name of the club shall be 'The Newcastle IVC', hereinafter referred to as 'the Club'.

2. Objects

The objects of the Club are:

- (a) To provide opportunities for social, cultural and recreational activities among graduates and other people of similar interest.
- (b) To promote and encourage subsidiary groups for the furthering of the above aims, provided that such groups are not connected in any way with any political, racial or religious body.
- (c) To provide facilities for visitors or temporary residents from other Inter-Varsity Clubs in accordance with the reciprocal agreement of the Association as detailed in Appendix.

3. The Club, as a Club, shall manifest no political, racial or religious opinions nor be connected with any political, racial or religious body.

4. Membership

Subject to the provisions of article 8, the following shall be eligible for ordinary membership of the Club:

- Graduates of universities and university colleges.
- Professional people and others considered by the Committee to have similar tastes and interests.

5. The Committee may, by resolution, invite any person of standing to become an honorary member.

6. Persons eligible under article 4, temporarily resident in the Newcastle area for a short time (about 3 months) may become temporary members. Subscriptions for temporary members shall be fixed by the Committee. The Committee may, at its absolute discretion, refuse to accept any person as a temporary member. Temporary members may be expelled with their period of temporary membership as provided in article 17.

7. Honorary and temporary members shall not be qualified either to vote at General Meetings or to hold any office. They shall be entitled to all other benefits and privileges of membership.
8. All applications for ordinary and temporary membership are subject to the approval of the Committee who may take such steps as they think fit to determine the applicant's suitability for membership. The Committee may, at its absolute discretion, refuse any application for membership without assigning any reason.
9. The Club shall not admit as a member, without the sanction of the Association of Inter-Varsity Clubs, any person who has been expelled from any constituent club of the Association.
10. Members of other Inter-Varsity Clubs which are members of, or affiliated to, the Association of Inter-Varsity Clubs, may, subject to the agreement or reciprocal arrangements within the Association of Inter-Varsity Clubs and to the payment of such supplementary fees or subscriptions as may from time to time be laid down by the Committee, enjoy all privileges of membership of the Club, provided that at the same time they comply with the rules and regulations of the Club.
11. The subscription for ordinary members shall be fixed by resolution of a General Meeting, provided that notice of intention to change such subscription shall first have appeared in the agenda for, or notice of, the Meeting.
12. Membership shall be levied yearly in September. All membership subscriptions will be charged at the current valid rate. Membership shall be valid for one year from either date of receipt of new membership or from the date of expiration of membership renewal. The date of a person's membership being accepted is ultimately at the discretion of the Committee. An ordinary member, for the purpose of this constitution, is the one who has, or is entitled to, a valid membership card and excludes honorary members (see article 5) and temporary members (article 6). The classes of ordinary membership are – standard member, unemployed member (ie in possession of a UB40 card at the time of joining/renewal) and country member (living 25 miles or more from Newcastle City Centre at the time of joining/renewal).
13. All ordinary members, having paid their subscriptions, shall be entitled to all the facilities afforded by the Club and shall be entitled to join any of the subsidiary groups of the Club. They shall be bound by the Constitution, Standing Orders and other rules of the Club and those of the subsidiary groups they join or intend to join.
14. All applicants for membership, both ordinary and honorary, shall be required to produce evidence of their eligibility for membership as defined in article 4.
15. If any lapsed member wishes to renew their membership, the date of commencement of their new subscription shall be at the discretion of the Committee.
16. Any member may resign their membership by giving the Secretary notice in writing to that effect.

17. The Committee may, if they think fit, request any member to withdraw from the Club within a specified time and may, at their absolute discretion, give such a member an opportunity of appealing against this decision. Failing such withdrawal the matter shall be considered at a further meeting of the Committee and, if two-thirds of the members of the Committee vote for their expulsion, they shall thereupon cease to be a member of the Club.
18. Upon a person ceasing to be a member of the Club, they shall forfeit all right to and claim upon the Club, its property and its funds, except for any claim notified to the Secretary in writing at the time of the resignation under articles 16 and 17 or within one month of a notice of expulsion being sent to them.
19. Every member of the Club shall communicate to the Secretary any change of their address. All notices posted to a member's address shall be considered as having been duly given two days following the date of posting.
20. No proceedings of the Club shall be invalidated solely because of the discovery subsequent thereto of some accidental omission to give notice.
21. Prospective members shall be encouraged to attend activities of the Club for one month between the initial request for membership and the completion of the membership form.

22. Trustees

Property of any nature belonging to the Club may be vested in the name of not more than four trustees who shall be appointed from time to time by the Committee.

23. Such property may be vested in or upon such trustee's securities upon such terms and conditions, if any, as the Committee shall, in their absolute discretion, think fit, and in all respects as if the Committee were the sole beneficial owners thereof or in or upon such shares, stocks, funds, other securities, investments and property, real or personal, freehold or leasehold, in any part of the world upon such terms and conditions, if any, as the General Meeting shall, in its absolute discretion, think fit, and in all respects as if such General Meeting were the sole beneficial owners thereof. The Committee may, in their discretion, direct that any property be vested in the name of "The Trustees of the Newcastle Inter-Varsity Club". The Committee or General Meeting respectively may, from time to time, at their discretion direct the Trustees to sell, assign, vary or transpose of any such investments and property.
24. The Trustees shall not be guarantors of the Club's solvency and shall accept no personal liability in contract or tort.
25. The Trustees shall in all respects act as required by the Club's General Meeting or its Committee and a copy of the minutes of such Meeting, signed by the Chairperson and Secretary of the Club, shall be conclusive evidence of their decisions. Any Trustee may be removed from office by a resolution passed at a General Meeting of the Club.

26. Each of the Trustees shall be indemnified by the Club out of its funds and property from and against the consequences of any contract entered into or any act or thing done or omitted to be done by them in their capacity as Trustee or in any way in the discharge of their duties as Trustee.
27. Management
- The management of the Club shall be deputed to a Committee which shall include a Chairperson, Secretary, Treasurer, Quidnunc Editor(s), Membership Secretary and shall be made up to a total of eleven members.
28. The Committee may appoint such Sub-Committees as they consider necessary or expedient and may dispute or refer to them such powers and duties as they may determine. Such Sub-Committees shall periodically report their proceedings to the Committee and shall conduct their business in accordance with any discretions which the Committee may give.
29. The Chairperson, Secretary and Treasurer shall be entitled to attend any Sub-Committee of the Club.
30. Any Sub-Committee may act despite a vacancy therein.
31. The Committee shall have the power to appoint, pay and dismiss such servants of the Club as they deem necessary and may elect any such servant a temporary member of the Club during their tenure of office or for such shorter time as they think fit.
32. The Committee may make standing orders to govern their own meetings and those of the Sub-Committees of the Club and may make regulations governing the conduct of the officers of the Club and the use of Club facilities by members.
33. Elections
- At the Annual General Meeting, an election shall be held for: - Chairperson, Secretary, Treasurer, Quidnunc Editor(s), Membership Secretary and others to a total of eleven. The period of office shall be for one year and no officer may hold the same post for more than three consecutive years. Should the membership of any elected person lapse, they will immediately cease to hold office. The posts of ALO and Publicity Officer(s) shall be specifically appointed to Officers once the Committee has been formed.
34. Any Officer may resign their post at any time by giving notice to the Secretary in writing.
35. All nominations must be signed by at least 2 members of the Club and the written consent of the nominee obtained. All nominees must be ordinary members of the Club.

36. Any vacancies remaining from the Annual General Meeting or occurring during the year shall be filled by election at a meeting of the Committee. At least 7 clear days notice shall be given to Committee members of all such elections.
37. Following the election of a new Committee there shall be at least 2 members of the previous Committee acting upon it. These 2 previous members, if they have not been re-elected onto the new Committee shall be co-opted ex-officio for a period of 2 months only and have voting rights.
38. Meeting
- The Annual General Meeting shall be held during January each year, the date to be fixed by the Committee and published by the Secretary at least 21 days in advance.
39. The agenda of the Annual General Meeting shall be published 21 days in advance and shall include the motions and a financial report including the audited accounts of the preceding financial year. For the purposes of this Club the term 'audit' is to be taken as the examination of the accounts and report therein by a person independent to the Treasurer. The auditor may be a member of the Club and their responsibility is limited to reporting on whether the books of account have been properly kept and that the financial accounts are consistent with the books of account.
40. The business of the Annual General Meeting shall include:-
- (a) Reception of a financial report to include the audited accounts for the preceding year.
 - (b) Reception of reports from Club Officers of Club activities during the previous year.
 - (c) Election of Officers and Representatives as laid down in article 33.
 - (d) Decisions on any motion for which 15 days notice has been given to the Secretary and which has appeared on the final agenda for the meeting.
 - (e) Decisions on any motion of which 14 days clear notice has been given to the Secretary.
 - (f) Any other matters agreed to by the meeting.
 - (g) Election or re-appointment of auditors for the coming year.
41. Not less than 21 days notice must be given of any General Meeting.

42. The Committee may at any time order an Extraordinary General Meeting. The Secretary shall convene an Extraordinary General Meeting within 21 days of the receipt of a written requisition signed by one-quarter of the total members, or 30, whichever is less, stating the purpose for which the meeting is required, or within such longer period as is stated in such requisition. The principle business of an Extraordinary General Meeting shall be stated in the notice of meeting or in a preliminary agenda circulated at least 14 days before the meeting. The final agenda for an Extraordinary General Meeting incorporating any motion duly submitted in accordance with article 43, shall be drawn up by the Secretary and be available to any member at least 24 hours before the meeting.
43. The business of a General Meeting shall include any motion relevant to the subject of the meeting of which 14 days clear notice has been given to the Secretary.
44. The quorum for a General Meeting shall be 25% of the ordinary members, or 25, whichever is the less number.
45. No business shall be discussed at an Extraordinary General Meeting other than that on the agenda.
46. The Committee shall meet when required.
47. Not less than 7 days notice shall be given of a Committee meeting. The quorum for a Committee meeting shall be 5.
48. Minutes of all meetings shall be taken and shall be open to inspection by any member of the Club on application to the Secretary.
49. At all General Meetings of the Club, every ordinary member present shall be entitled to one vote upon every motion and, in the case of an equality of votes, the Chairperson shall have a second, or casting, vote. Proxy votes cannot be accepted.
50. Accounts and Audit

The financial year of the Club shall end on 31st December each year.
51. Auditors shall audit the accounts after the end of the financial year and before the Annual General Meeting.
52. No member shall, except for services rendered at the request of the Committee, on any pretence or in any manner receive any profit, salary or emolument from the funds or transactions of the Club.

53. Dissolution

If, at any General Meeting of the Club, a resolution for the dissolution of the Club be passed by two-thirds of the members present, a poll of all ordinary members shall be held not less than one month and not more than 3 months thereafter. If such resolution is confirmed by two-thirds of those voting in the poll, the Committee shall thereupon, or at such future date as shall be specified in such resolution, proceed to realise the property of the Club and, after discharge of all liabilities, shall divide the residue equally among all ordinary members, or shall dispose of it in accordance with the resolution. Honorary and temporary members shall have no claim on any such residue.

54. Notice of any motion to dissolve the Club shall be given not less than 14 days before the meeting.

55. Subsidiary Groups

Before any subsidiary group is formed, the Committee must be satisfied that it will act in conformity with objects of the Club and not unduly usurping or duplicating any functions of the Club or any other subsidiary group.

56. Each subsidiary group shall be run by an organiser approved by the Committee. Such organiser may be removed or replaced by the Committee at any time if they deem it desirable or necessary.

57. The activities of each subsidiary group shall regularly be reported to a named member of the Committee and shall be approved by the Committee.

58. Additional fees or subscriptions from members for subsidiary group activities shall be fixed by the organiser if he deems it necessary or expedient.

59. Non-members may attend functions of subsidiary groups only as guests of ordinary members and at the discretion of the organiser. They may be required to pay additional fees as laid down in article 58.

60. Interpretation of, and Amendments to, the Constitution

The Committee shall be the sole authority for the interpretation of these articles of Constitution, and of any regulations made thereunder, and the decision of the Committee upon any question of interpretation or upon any matter affecting the Club and not specially provided for by these articles or by any regulations made thereunder shall be final and binding upon members.

61. These articles may be added to, repealed or amended by a resolution of a General Meeting, the intention of which shall have appeared in the notice of, or agenda for, the meeting, provided that two-thirds of the members present vote in favour thereof. Voting shall be by show of hands unless at least 10 members demand a secret ballot.

62. Data Protection Act 1984

Any list or file kept on computer by, or on behalf of, Officers of the Committee shall be done so for the sole purpose of providing labels for mailing or membership listings. The contents of the file(s) shall not be divulged to a third party.

63. To meet the requirements of the Data Protection Act 1984, members are hereby made aware of the purpose and restrictions of any computer files that may be kept by, or on behalf of, Officers of the Committee.

Appendix

AGREEMENT ON RECIPROCAL ARRANGEMENTS WITHIN THE ASSOCIATION OF INTER-VARSITY CLUBS

1. VALIDITY

- 1.1 This arrangement supersedes any previous agreement on reciprocal arrangements made between Clubs which are members of the Association of Inter-Varsity Clubs.
- 1.2 The provision of this agreement applies only to fully paid-up members of a Club who are in possession of a valid membership card for that Club.

2. ATTENDANCE AT THE ACTIVITIES OF ANOTHER CLUB

- 2.1 A Club member who is resident in the area of another Club for any period up to one month in any 6 consecutive months may use its facilities and take part in its activities provided that the member has informed the Secretary of the Club in advance.
- 2.2 If the period of residence is between one month and 3 months then the member may be asked by the Club to make good any difference in the subscription rates, or pay for the use of any facilities funded from the Club's subscriptions.
- 2.3 If the period of residence is in excess of 3 months then the member may be asked to apply for membership.
- 2.4 While exercising the provisions of 2.1 and 2.2, the member shall comply with the Club's regulations and shall be afforded the same treatment as any ordinary member of the Club, except where legal considerations dictate otherwise and at a General Meeting where they may not vote.
- 2.5 If one Club specifically invites members of another Club or Clubs to take part in any of its activities the provisions of 2.1 and 2.3 shall not apply.

3. TRANSFER OF MEMBERSHIP

If a member, other than a temporary member, of a Club within the Association applies to transfer membership to another Club within the Association, the application shall be granted except that the receiving Club shall reserve the right not to accept the transfer in exceptional circumstances.

(This agreement was ratified at the Association's AGM in 1978 but Clause 3 was then excluded. It was restored in 1979.)