


Essex Ham Amateur Radio Team Constitution		
Version:	V1.1 September 2017	

1. Name

The Group shall be known by the formal name “**Essex Ham Amateur Radio Team**”

2. Aims

The Group shall operate primarily as an “online community” that promotes and supports the activities of amateur radio operators, groups and organisations in and around the Essex area.

3. Membership

Membership shall be open to all persons interested in the aims of the Group. There shall be two levels:

- (a) Standard Membership – Members can sign up via the Group’s website at no charge. Standard Members shall have no voting rights.
- (b) Partner Membership – At the discretion of the committee, Standard Members can upgrade to Partner Membership, which affords Partner Members voting rights at an ACM or ECM.

Members shall abide by both the Constitution and the Usage Agreement of the Group’s website. The Committee shall have power to terminate the membership of any member whose conduct, in the opinion of at least half of the Committee, renders that person unfit to be a member of the Group.

4. Subscriptions

There is no fee for Standard Membership. The fee for Partner Membership shall be set by the Committee. Subscriptions shall be payable at the beginning of the financial year. Partner Members in arrears by over 30 days shall revert to Standard Members. Due to costs incurred in the creation of “Essex Ham” prior to the Group’s formal foundation, founder members of the Group are exempt from subscription fees.

5. Committee Membership

The Group’s affairs shall be administered by a Committee elected at the AGM. The Committee shall consist of:

- (a) A Chairman who will preside at all meetings at which he/she is present
- (b) A Vice-Chairman who will act as chairman in the absence of the Chairman
- (c) A Secretary who will be responsible for keeping the Group’s minutes
- (d) A Treasurer, who will be responsible for keeping the Group’s accounts
- (e) No more than three Partner Members.

6. Committee Standing Orders

Committee meetings may be called by the Chairman or the Secretary. The quorum for the Committee shall be over 50% of the Committee. In the absence of a quorum, business may be dealt with but any decisions taken only become valid after ratification at the next meeting at which a quorum exists.

7. Finances

The Group's financial year shall start on the first of April. To reduce administration costs, a dedicated bank account will only be opened when the Group's "cash in hand" funds, after operating costs, exceeds £250. Until that point, funds will be held in a deposit account held by a nominated committee member. Expenditure requires the approval of the Treasurer and two other committee members.

8. Annual Committee Meeting

The Annual Committee Meeting shall normally be held in May each year. At least 21 days-notice shall be given to each voting member by email. The quorum for the meeting shall be either: a) Two-thirds of the Committee Members and one third of the Group's Partner Members, or b) one third of the Committee and five other members. Nominations for Committee members will only be valid if confirmed by the nominee at the meeting or previously in writing. Items to be raised by members under other business must be notified to the Secretary not less than 21 days before the ACM.

In lieu of an AGM, an annual statement of the group's activities and any changes to the group structure shall be made public on the group's web site in January of each year.

9. Extraordinary General Meeting

ECMs may be called by the Committee or not less than 50% of the Partner Members. At least 28-days notice in writing must be given to the Secretary, who in turn shall give members at least 1- days notice in writing of the agenda. The quorum for the meeting shall be either: a) Two-thirds of the Committee Members and one third of the Group's Partner Members, or b) one third of the Committee and five other members.

10. Amendments to the Constitution

The Constitution may be amended only at an ACM, or an ECM called for that purpose.

11. Copyright and Intellectual Property

The brand "Essex Ham", the website and content at www.essexham.co.uk, brand assets, and all material created under the brand name "Essex Ham" shall remain the Intellectual Property of Pete Sipple MOPsx.

11. Winding up of the Group

The decision to wind up the Group may be taken only at an ECM. The funds of the Group shall, after the sale of any Group-purchased equipment and the payment of all outstanding debts, be disposed of as directed by members at the final ECM. "Essex Ham" assets shall remain under ownership of Pete Sipple MOPsx.

V1.0 – June 2014: First release

v.1.1 – July 2017: AGM/EGM renamed to ACM and ECM (Previous AGMs poorly attended and not essential to the running of the group). Number of Partner Members redefined as "not more than 3 Partner Members"