

CAMBRIDGE CITY BRANCH 240 BSAC

BRANCH CONSTITUTION

1. The aims and objectives of the Cambridge City Branch shall be those of the BSAC.
2. Branch member is defined as any fully paid-up member of both BSAC and Cambridge City Branch of the BSAC,
3. The management of the Branch shall be undertaken by the Branch committee, which shall consist of:

Chairman
Secretary
Treasurer
Diving Officer
Assistant Diving Officer
Training Officer
Equipment Officer
Boat Officer
Compressor Officer
Publicity officer

With the exception of the Assistant Diving Officer, these shall be elected at a properly constituted General Meeting of the Branch. The Assistant Diving Officer shall be a person recommended by the Diving Officer.

The Branch may also have a non-voting President who shall be elected at a properly constituted General Meeting.

4. All elected members to Branch Committee must be proposed and seconded by branch members and have held full membership for at least one year.
5. The Branch Committee may co-opt members to that Committee so long as they total number of voting members does not exceed eleven.
6. The Branch Committee shall take office immediately after the General Meeting at which it is elected and unless intermediately dismissed by resolution of a General Meeting, hold office until the close of the next General Meeting.
7. The Diving Officer shall establish a Diving Sub-Committee consisting of:
Training Officer
Assistant Diving Officer
Equipment Officer
Boat Officer
Compressor Officer
and any other Branch member as considered necessary
8. The Pool Training, shall be organised by the Diving Officer or Training Officer. Co-opting any Branch member as considered necessary.
9. The Branch Committee may make, repeal or amend all regulations inconsistent with the rules of the BSAC and this Constitution, as they may think necessary. All regulations made will be binding on all members of the branch or those visitors to the said Branch.
10. All regulations made by the Branch Committee are automatically repealed as from the first Branch Committee Meeting following the election of the Committee, unless agreed at that meeting.
11. The Branch Committee shall hold and administer, for the general benefit of the Branch, all funds, property and equipment in general ownership of the Branch.

12. The interval between Branch Committee meetings shall not exceed six weeks.
13. All cheques or other orders on the Branch Account shall be signed by the Treasurer and either the Chairman or Secretary.
14. The Branch Committee may suspend a member after giving due warning in writing to the member. The decision is subject to a right of appeal by that member to a Branch General Meeting.
15. A General Meeting of the Branch shall be called within 28 days of a request made by either the Branch Committee or at least one tenth of the Branch membership.
16. Notice in writing of a General Meeting shall be sent by post or otherwise delivered to all members at least 14 days prior to a meeting.
17. A 'quorum' at any General Meeting shall be one fifth of Branch membership and any resolution shall be passed by a 2 – 1 majority of those members present.
18. A 'quorum' at any Committee Meeting shall be either of Branch Chairman and or Secretary and at least one third of the rest of the voting Committee members.
19. The Committee will be re-elected at the AGM to be held in the first quarter of each year. The period between AGMs shall not be less than eleven months and not more than thirteen months at which the agenda will include:
 - a) Apologies for absence
 - b) The minutes of the previous AGM and any General Meeting incurred since that date
 - c) Matters arising from those minutes
 - d) Reports from outgoing officers
 - e) Election of Branch Committee
NB: Nominations to be placed where possible 1 day prior to meeting
 - f) Motions submitted one day prior to meeting
 - g) Other business as the Chairman may select

Footnote: A copy of the Constitution to be available at every AGM

20. If a resolution to dissolve the Branch be passed at a General Meeting and confirmed by a 2 – 1 majority in a postal ballot, circulated to all members of the Branch, then the Branch shall be dissolved. All property and equipment be sold at best available offers and the funds plus net monies shared equally between all members of the Branch of at least one year standing. (All subject to Grant and Hire purchase agreements, etc, being settled.
21. Additions or amendments to the Constitution can only be made by a 2 – 1 majority of those present at a General Meeting. Any proposals must be in the hands of the Secretary at least 28 days prior to the General Meeting and shall be notified to members at least 14 days prior to Meeting.
22. A shortened version of the committee minutes will be made available to branch members