

CONSTITUTION AND RULES

1. NAME

The name of the Chamber of Trade shall be "The North Walsham Chamber of Trade".

2. AIMS AND OBJECTS

The aims and objects of the Chamber shall be:-

- (A) The Chamber exists to act on behalf of its members at a collective and individual level,
- (B) The Chamber will represent the business and commercial viewpoint to regulatory and statutory bodies,
- (C) To watch the proceedings of the local authorities in order that proper regard may be paid to the consequences of decisions that affects the tourist industry, retailers, catering, industry and professionals,
- (D) To enter into friendly co-operation with other organizations whose objects are the advancement of the amenities of the area?
- (E) To discuss matters of mutual interest and to solidify such interest by united action where necessary.
- (F) The Chamber will seek to develop the potential of North Walsham environmentally, Socially and economically,

3. TERRITORIAL AREA

The area covered by the Chamber is that of the boundaries of the North Walsham Town Council.

4. MEMBERSHIP

Full membership of the Chamber shall be open to all businesses (i.e. retailers, trade, professions, tourist outlets, etc) whose income is derived from within the area of the Chamber.

5. MEMBERSHIP FEES

The membership fee shall be fixed at the Annual General Meeting. Members in arrears of subscriptions for six months will be deprived of membership.

6. OFFICERS

There shall be four officers of the Chamber these will be Chairman, Vice Chairman, Secretary and Treasurer. There shall be up to twelve committee members, including an assistant treasurer and secretary. Any additional members can be co-opted onto the committee. The officers and members of the committee may offer themselves for re-election without further nomination provided written notice of such intention is notified to the secretary at least fourteen days prior to the Annual General Meeting.

7. TERM OF OFFICE

A term of office shall be no more than three years. No one person shall be able to hold the **same** position of office for more than two terms without a one year gap.

8. ANNUAL GENERAL MEETING

The Annual General Meeting of the Chamber shall be held not later than 30 December each year. Fourteen days notice to be given of the AGM and for nominations of officers and committee members. Voting at all meetings shall be by members attending, and each establishment shall be entitled to one vote per subscription paid.

9. QUORUM

A quorum shall be at least five members.

10. FINANCES

All subscriptions and other income shall be paid into the appointed Bank or Building Society Account. The reasonable expenses of the Chairman, Secretary and Treasurer incurred in carrying out their office shall be met from the funds, **Subject to approval of the committee.** The Chairman, Secretary and Treasurer will sign cheques, any two signatures from the three. The financial year shall end on 30th September.

The Chamber shall appoint an auditor who is not a member of the Committee or an officer of the Chamber.

11. DUTIES OF OFFICERS

THE CHAIRMAN shall preside at all meetings of the Chamber and shall perform such duties as ordinarily pertain to the office. (The Chairman and chairman of sub committees where votes are tied will have the casting vote.)

THE SECRETARY shall keep all records of meetings; issue all notices in respect of meetings and shall perform such duties as usually pertain to office of secretary including keeping up to date membership records.

THE TREASURER shall have custody of all Chamber funds and account for them to the officers and full members on request. The annual accounts shall be presented to members at the AGM and shall perform other duties as would normally pertain to the office of Treasurer.

12. SUB COMMITTEES

Sub committees may be appointed to carry out the objects of the Chamber and must from time to time report back to the Committee. Any member may be co-opted to serve on the committee with full voting rights.

13. MEETINGS

Meetings are open to members. Guests may be invited by prior arrangement with the Chairman.

14. HONORARY MEMBERSHIP

The purpose of this level membership is to honor a life long commitment to the Chamber upon retirement from business. Any fully paid-up member of the Chamber may propose a person for Honorary Membership. This must be seconded and forwarded, in writing, to the Secretary. The proposal must have the approval of at least two thirds of those present at the next meeting.

14. ALTERATIONS TO THE RULES

These rules or any part of them may be revised, rescinded or changed at the AGM or at an Extraordinary General Meeting and approved by a two third majority of those present. Fourteen days notice must be given of any proposed changes.