



MBBA/Constitution/03

The Constitution of the **Mendip Bridleways & Byways Association**

Name

1. The name of the Association is Mendip Bridleways & Byways Association (MBBA).

Objects

2. The Objects of the MBBA are as follows:
 - 2.1 To protect and preserve the character and status of Mendip's green ways for the safe use and enjoyment of the widest number of supported users.
 - 2.2 To advertise the existence of the tracks, droves and other ridden paths and to seek to develop them into linking and circular routes for horse-riders, cyclists and carriage-drivers.
 - 2.3 To promote horse-riding, cycling and carriage-driving as safe and healthy leisure activities for all ages and backgrounds.

Powers

3. The powers of the MBBA are as follows:
 - 3.1 To raise funds and invite and receive contributions to support MBBA's Objects.
 - 3.2 To arrange and provide for the staging of rides, events, meetings, lectures, competitions, visits and other activities serving the interests of MBBA's members.
 - 3.3 To negotiate with Local Authorities to ensure that all riding rights of way are open, safe and available for use by the public and are recorded on the Mendip Definitive Map wherever possible.
 - 3.4 To negotiate with and respond to National and Local Authorities to ensure that the needs of bridleway users are taken into account during the planning of new roads and developments and the creation or variation of national and local legislation, policies and procedures.
 - 3.5 To negotiate with Mendip landowners to create mutually-agreed bridleway links.
 - 3.6 To support other Mendip groups sharing common interests and to do such other acts as are for the benefit of members generally.

Membership

4. Anyone supporting the MBBA's Objects may apply for membership of the Association:
 - 4.1 Applications shall be made on the form prescribed by the MBBA Management Committee (the Committee) and shall be accompanied by the appropriate subscription to cover the relevant period of the membership year which runs from 1st June until 31st May.
 - 4.2 Subject to the approval of the Committee membership may be renewed for further periods of twelve months by the payment of the required subscription.
 - 4.3 The Committee reserves the right to refuse membership applications or renewals in its absolute discretion. In such cases any moneys received with the applications or renewals shall be returned.
5. The subscription for members, due on the first day of June each year, is presently:

Juniors (ie younger than 17)	£ 8.00
Adults (ie 17 years and older)	£10.00
Family	£10 for the first adult member and £2 for each family member living at the same address.
6. Other subscription rates may from time to time be determined by the Committee.
7. Paid-up MBBA members can expect discounted entry to MBBA rides and events.
8. Members serving on the Committee shall pay subscriptions during their period of office but will not pay for MBBA rides or events.
9. The MBBA shall be affiliated to the British Horse Society and any other organisation that the Committee deems to be appropriate.

Management Committee

10. The policies and general management of the affairs of the MBBA shall be managed by a committee which may exercise on behalf of the MBBA any or all of the powers listed in paragraph 3.
11. The Committee shall consist of not less than three (the Chairman, Secretary and Treasurer) and not more than ten members.
12. One third, or the number nearest to one third, of the members of the Committee shall retire at each Annual General Meeting (AGM), but shall be eligible for re-election. Those longest in office shall retire first with the choice between those who became members on the same day to be determined by drawing lots if a mutual agreement can not be reached. Nominations for replacement members of the Committee (who shall have been members for at least one year) shall be received by the Secretary in writing twenty-eight days before the AGM.
13. The Chairman, Secretary and Treasurer shall be elected by members of the Committee at its first meeting after the AGM.
14. If a casual vacancy arises the Committee may appoint a replacement until the next AGM.

Duties of the Management Committee

15. **General.** The Committee's duties are as follows:

15.1 To meet a minimum of six times each year. Those members of the Committee unable to attend should notify the Chairman three days beforehand.

15.2 To arrange a minimum of six meetings each year for MBBA members, normally combined with a lecture, competition or similar item of interest to take optimum advantage of those able to attend.

15.3 One such meeting shall normally be in November each year and shall be the AGM. Twenty one days notice of the AGM shall be given.

15.4 To keep, or cause to be kept, proper books for the accounts and records necessary for the good governance of the Association.

16. **Annual General Meeting (AGM).** The AGM shall transact the following business:

16.1 To receive a report from the Chairman covering MBBA's achievements in meeting its Objects during the previous year.

16.2 To receive a statement of the MBBA's independently-audited accounts to the end of the last financial period.

16.3 To consider any alteration to this Constitution.

16.4 To elect replacement members of the Committee.

16.5 To deal with any special matter which the Committee wishes to place before the members.

16.6 To receive suggestions from the members for consideration by the Committee.

17. **Special General Meeting (SGM).** An SGM may be convened at any time by the Chairman of the Committee or three-quarters of the Committee and shall also be convened within one month from the receipt of a written request signed by at least ten members specifying the object of the SGM. Notice convening an SGM shall be sent to MBBA members fourteen days in advance setting out the SGM's purposes, namely:

17.1 To consider any alteration to this Constitution.

17.2 To deal with any special matter which the Committee wishes to place before the members.

17.3 To deal with any special matter which those members requesting the meeting wish to place before the members.

Rules

18. **Voting:**

18.1 **Eligibility.** Each adult member and adult family member shall be entitled to one vote at general meetings of the Association. Junior members (aged 16 years or younger) are not entitled to vote.

18.2 **Meetings.** Any question arising at a meeting shall normally be decided by a simple majority of those present and eligible to vote; except that where proxy or postal voting has been permitted any question will be decided by a simple majority of the total votes. The Chairman or acting Chairman shall have a casting vote in the event of an equality of votes.

18.3 **Proxy Votes.** The Committee reserves the right to allow members eligible to vote to appoint a proxy to vote on their behalf. The procedures for proxy voting shall be laid down by the Committee.

18.4 **Postal Voting.** The Committee reserves the right to allow members eligible to vote to do so by post or by other remote means. The procedures for postal or remote voting shall be laid down by the Committee.

19. **Finance.** Bank accounts are maintained in the MBBA's name:

19.1 The income of the MBBA shall be applied for the benefit of the membership as determined by the Committee.

19.2 Any instructions to the Association's banks must be given by at least two of the authorised signatories approved by the Committee.

19.3 Records of the MBBA's financial transactions shall be maintained and an annual statement of accounts prepared, subjected to independent audit and submitted to the AGM.

20. **Discipline.** The Committee shall have the power to expel any member who shall offend against the rules of the MBBA or whose conduct shall, in the opinion of the Committee, render him or her unfit for continued membership. Before any such member is expelled the Secretary shall give him or her fourteen days written notice to attend a meeting of the Committee and shall inform him or her of the complaints made against them. No member shall be expelled without first having an opportunity of appearing before the Committee and answering the complaints. A decision to expel any member shall be agreed by at least two-thirds of the Committee then present.

21. **Chairman.** At Committee meetings and at general meetings the Chairman shall preside. In the absence of the Chairman those present shall appoint an acting Chairman for the duration of the meeting.

22. **Quorum.** The quorum for Committee meetings shall be three.

23. **Amendments to the Constitution.** The Constitution may be amended by a resolution passed by a simple majority of the members eligible to vote. The notice of the general meeting shall set out the details of the changes.

Dissolution

24. If the members of the MBBA decide that it is necessary or advisable to dissolve the Association the Secretary shall convene a meeting of all available members, with not less than twenty-eight days notice, stating the terms of the resolution to be proposed. If the proposal is then confirmed by two-thirds of the members present and voting taken together with any votes submitted under proxy arrangements the Committee has the power to realise any assets held by or on behalf of the Association. Any assets remaining after the settlement of any debts and liabilities shall be transferred to such other equine charities or organisations as the Committee sees fit.

This Constitution was formally adopted by MBBA members on
6 November 2007