

# BEDFORD AREA BUS USERS' SOCIETY CONSTITUTION

## 1. Name

The name of the Association shall be the **Bedford Area Bus Users Society (BABUS)** (hereafter called "the Society"); the motto of which shall be '*non nobilis solum*' ('not for ourselves alone')

## 2. Objects

The objects of the society shall be:

- a. to represent the interests of bus users in the Bedford area;
- b. to encourage people to use buses;
- c. to campaign for the enhancement of bus services and public information;
- d. to act as a focal point between bus users, bus companies and local authorities.

## 3. Powers

In furtherance of its objects, the society shall have the powers:

- a. to raise funds by way of subscription, donation or otherwise
- b. to liaise with societies, including statutory authorities, having similar aims and objectives in order to exchange information.
- c. to do all such other lawful things as shall further the attainment of the said objectives.

## 4. Membership

- a. Membership shall be open to any person interested in the aims and objectives of BABUS;
- b. The society shall be non Party-Political and non-Sectarian.
- c. Every member shall have one vote.
- d. Affiliated organisations shall notify the names of their representative to the secretary
- e. The committee hereinafter constituted shall have the right:
  - i. to approve or reject applications for membership;
  - ii. for good and sufficient reason to terminate the membership of any member provided that the member concerned shall have the right to be heard by the committee before a final decision is made.

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## **5. Honorary Officers**

- a. At the Annual General Meeting the society shall elect a Chair(person), a Vice-Chair(person), a Secretary and a Treasurer (The Honorary Officers);

## **6. Executive Committee**

- a. The Executive Committee shall normally consist of not less than 5 members nor more than 10 members;
- b. The Committee shall consist of the Honorary Officers and other officers of the society;
- c. In addition to the Honorary Officers and the members so elected, the Committee may appoint co-opted members to a maximum of one third of the committee membership;
- d. Committee meetings shall be attended only by elected (or co-opted) committee members. However, the committee may from time to time invite others to attend meetings by prior arrangement. Such invitation to be agreed in advance by at least the chairman or vice-chairman.
- e. The Executive Committee may from time to time set up subcommittees to conduct certain business and to set parameters for the business to be conducted by such subcommittees.
- f. Committee members shall hold office until the conclusion of the next Annual General Meeting, but shall be re-eligible for re-election.
- g. The Committee shall meet not less than 4 times per year;
- h. A committee quorum shall be one third of its members with a minimum of 3, including at least one officer.

## **7. General Meetings**

- a. The Annual General Meeting of the society shall normally be held in the month of April each year or as soon as practicable thereafter. The meeting will receive an Annual Report and Financial Statement, elect officers for the committee and transact any other business of which notice shall have been given.
- b.
  - i. The Committee may call a special meeting at any time giving 21 days notice. On written request specifying the business to be transacted, signed by at least one quarter of the membership – which shall be acted upon within 21 days, the secretary shall call a special meeting.
  - ii. Notification of a General Meeting shall be given in writing by the Secretary to all members not less than 28 days prior to the meeting.

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- c.
  - i. The quorum for a General Meeting shall be one third of the membership. Questions shall be decided by a simple majority of those present and voting.
  - ii. Save as otherwise herein provided, all questions arising at a General Meeting shall be decided by a simple majority of those present and voting thereat. Save as foresaid, no person shall exercise more than one vote but in the case of an equality of vote the Chair, or in their absence the member elected to chair the meeting, shall have a second or casting vote.

## 8. Finance

### a. **Accounts**

The Committee shall provide and ensure:

- i. the proper keeping of accountancy records for the society
- ii. the preparation of annual statements of account for the society.

### b. **Funds**

The funds of the society shall be applied in furtherance of its objects and no payments shall be made to any member for services actually rendered to the Committee except reasonable and proper out of pocket expenses.

### c. **Bank Account**

A bank account shall be opened in the name of the society with a prime bank as decided by the committee.

## 9. Alteration to the Constitution

No alteration or addition to this constitution shall be made except at an extraordinary General Meeting of the society called for this purpose. A two-thirds majority is required of those present and voting.

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## 10. Dissolution

The Society shall be wound up only by a Resolution passed, by a majority of two-thirds of Members present and voting, at an extraordinary General Meeting called for this purpose. The quorum shall be one quarter of the Membership. Should this meeting not be quorate, a second meeting shall be called as soon as is reasonably practical and, at this meeting, there shall be no quorum. At this second meeting only a simple majority will be required. After a resolution of dissolution any funds remaining shall be given to an organisation with similar aims and objectives to that of the group.

This constitution was adopted on the date mentioned below by the persons whose signatures appear at the bottom of this document.

**Date:** .....

**Signed:**.....

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