

THE CONSTITUTION OF THE LONDON CERAMIC CIRCLE AT MORLEY COLLEGE

NAME:

1. The name of the association is: London Ceramic Circle at Morley College, hereinafter called 'the Circle'.

STATUS:

2. The Circle is a recognised Club of Morley College, hereinafter called 'the College'. As such it is expected to conduct its affairs in a manner consistent with the requirements of the College.

OBJECTIVES:

3. The objectives of the Circle are to encourage the study and enjoyment of ceramics by way of exhibitions, lectures, publications, seminars and visits and such other means as may be relevant.

STRUCTURE:

4. The affairs of the Circle shall be managed by a Committee (hereinafter called 'the Committee') comprising not less than six and not more than ten members. The Committee shall appoint from within this number:

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| (a) a Chairman | (c) a Treasurer |
| (b) a Secretary | (d) any other officer as required |

5. The offices of Chairman and Secretary may be held by the same person.

6. All members of the Committee shall be members of the Circle.

7. The Committee shall have the power to fill a vacancy however caused and to co-opt not more than two additional members, provided that the total number does not exceed ten.

8. At all meetings of the Committee a quorum shall be four, of which at least two shall be from section 4(a) to (d) above.

9. Election to the Committee shall be for a period of three years. Retiring members shall be eligible for re-election.

10. The Committee may appoint an Honorary President and Honorary Vice-Presidents from time to time for a period to be determined at the time of appointment. Any such appointment shall be reported to the next Annual General Meeting (AGM).

FINANCE:

11. All financial matters shall be dealt with by the Committee. The financial year of the Circle shall end on 30th June. In accordance with the requirements of the College, the accounts must be examined by an independent Examiner to be appointed at the AGM.

MEMBERSHIP:

12. Membership of the Circle is open to any person interested in furthering its objectives, provided that they meet the College's rules for membership of Morley clubs.

13. Members are required to pay an annual subscription, the amount being determined by the Committee and submitted to members at the AGM for ratification.

14. Subscriptions become due at the conclusion of the AGM and any member whose subscription remains unpaid at the expiry of four months from the date of the AGM shall cease to be a member of the Circle.

15. Non-members are welcome to come to two meetings (with the exception of the business of the AGM or any other General Meeting) and should make themselves known to the Chairman, the Secretary or another member of the Committee.

16. The Committee may elect any person as an honorary member on such terms as the Committee may decide.

17. The Committee may, at its discretion and subject to the rules of the College, reject an application for membership.

18. The Committee may suspend the membership of any person whose conduct, in the opinion of the Committee, renders him or her unfit for membership of the Circle or who is suspected of having acted in a manner inconsistent with the requirements of the College. No membership may be terminated until the person concerned has first had the opportunity to be heard by the Committee before any final decision is made. A person whose membership has been terminated has a right of appeal through the College's appeal procedures, details of which can be obtained from the Chairman of the Circle.

GENERAL MEETINGS:

19. The AGM of the Circle shall be held no later than the end of October. The business should include the adoption of the Committee's report and accounts, ratification of the subscription, any proposed amendments to the Constitution, the election of the Committee, the appointment of an independent Examiner of the accounts, the appointment of the Circle's representative at the annual Morley Clubs General Meeting and any other business.

20. Notification of the date and place of the Meeting and the proposed Agenda shall be circulated at least twenty-eight days prior to the Meeting.

21. Any additional items to be placed on the Agenda, including nominations for Committee, shall be sent in writing to the Secretary to arrive no later than fourteen days before the date of the AGM. The written consent of nominees must be given, together with the names of the proposer and seconder.

22. An Extraordinary General Meeting may be called at any time by decision of the Committee or in response to the written request of not less than fifteen other members of the Circle. Such requests shall state the purpose for which the meeting is required and any such meeting shall be held within six weeks of the receipt of the request. Members shall be given at least fourteen days notice of the date of the meeting and the purpose for which it is called. No other business shall be conducted at this meeting.

23. At all General Meetings a quorum shall be twenty members or 15 % of the membership whichever is the lesser.

ALTERATION TO THE CONSTITUTION

24. No alteration to the Constitution shall be made except at the AGM, or at an Extraordinary General Meeting called for that purpose. Alterations shall be accepted if at least two thirds of the votes cast are in favour of the change.

WINDING UP

25. A decision to wind-up the Circle must be taken at the AGM, or at an Extraordinary General Meeting called for that purpose. Any motion to wind-up the Circle must be passed by at least two thirds of those members voting. In the event of the winding-up of the Circle, any surplus assets should be distributed by decision of the Committee in such manner as, so far as possible, promotes the objectives for which the Circle was formed.

This constitution was approved at the Annual General Meeting of the Morley College Ceramic Circle on 5th October 2012.