



SD34 MOTOR SPORT GROUP

RULES AND CONSTITUTION

1	Title	The name of the group shall be SD34 MOTOR SPORT GROUP, hereinafter referred to as "the Group".
2	Objects	a) To further interest in motoring and motorsport. b) To provide members of affiliated clubs with information, advice and assistance on matters connected with motoring. c) To encourage affiliated clubs to work together in running all types of motorsport events, giving help and support to clubs on Motorsport UK rules. d) To promote championships in accordance with the requirements of the Motorsport UK. e) To arrange tours, lectures, discussions and social and other meetings. f) To afford members with such benefits and privileges as it may be possible to arrange.
3	Constitution	The membership shall consist of the elected member Clubs who must be Motorsport UK registered and also members of ANWCC.
4	Management	The authority and responsibility for the transaction of the business of the Group and its management shall be vested in a Committee, who, in addition to the powers and authorities by these rules expressly conferred on them, may exercise all powers, and do all acts in furtherance of the objects for which the Group exists, other than those hereby expressly directed or required to be exercised or done, by the Group in Annual General or Special General Meeting.
5	Election of Officers	The President, Vice-President(s), Chairman, Vice-Chairman, Honorary Secretary and Honorary Treasurer shall be the Officers of the Group and shall be elected at the Annual General Meeting. Vacancies arising during the year shall be filled by co-option by the Committee. Subject to termination of office by resignation or otherwise, Officers shall remain in office until the next Annual General Meeting following their election or co-option. Retiring officers shall be eligible for re-election.
6	Committee	The Committee shall consist of a maximum of two appointed representative members of each member Club. The Committee shall have the power to appoint a subcommittee of not less than three persons to act on its behalf in respect of any matter which is specifically referred to such a subcommittee; except that any matter which has been discussed and agreed by the Group Committee shall not subsequently be referred to a Group Sub Committee unless it can be shown to the satisfaction of the Committee that the information given to that Committee was false or misleading or that some information which may have affected the decision was withheld or subsequently came to light, or that the terms of the Committee decision (if any) were not complied with. Officers of the Group shall not be deemed Committee members by virtue of their office. They may however act in that capacity as an appointed representative of a member Club.
7	Meetings of the Committee	The Committee shall meet bi-monthly, or whenever summoned by the Secretary, who may convene a meeting of his/her own accord or shall by the direction of the Chairman, or on a requisition signed by one-half of the member Clubs. The Committee shall have the power to omit a meeting. Appointed representatives from six member Clubs shall form a quorum.

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8	Absence from Committee	Clubs are welcome and encouraged to send a delegate to all Committee meetings. The November and the AGM meetings should have clubs attendance in order for all clubs to support the group.
9	Duties of the Secretary	It shall be the duty of the Secretary to attend in person or by deputy all meetings of the Group and make written Minutes of the proceedings. A copy of the Minutes shall be sent to all Officers and each member Club as soon as possible and prior to the next meeting. Such minutes shall be presented at the next meeting of the Committee and, subject to confirmation, shall constitute the official record of the proceedings of the Committee.
10	Banking	All sums of money of the Group shall be banked by the Treasurer in the name of the Group, and no disbursements shall be made therefrom except in accordance with the forms or form authorised by the Committee.
11	Election of Member Clubs	Clubs may apply to join the Group at any time during the year. Their membership, however, will not commence until payment is received. Applications to join the Group will be considered at the next available Committee meeting and any decision communicated to the applicant immediately following the meeting. A representative of the applicant club shall be required to attend one committee meeting to make a presentation to the Committee ahead of their consideration for membership.
12	Voting at Full Group Committee Meetings	Each Member Club is entitled to one vote. Except as provided in Rule 25, a simple majority of votes shall decide a Resolution. The Chairman of the meeting may exercise a casting vote provided he/she has not already voted as a representative of his/her own Club. The Committee shall vote by ballot if any member present so demands. At any General Meeting, 25% of member clubs may demand a ballot and thereupon the Meeting shall adjourn for a ballot to take place. The decision shall then be reported to the meeting. In the event that the meeting is taking place by way of video call, votes may be submitted by electronic means to the person chairing the meeting.
13	Subscription	The rate of subscription per Club shall be determined each year by the November Special General Meeting to be held in conjunction with the general meeting in November of each year.
14	Payment of Subscription	Subscriptions for any year shall become payable immediately following an invoice or request for payment from the treasurer and not later than 1 January each year.
15	New Members	Any member Club which has been notified of its election and which fails to pay its subscription within one month of such notification shall be again requested by the Secretary or Treasurer to pay the same, and if payment is not made within 14 days 'thereafter, its election shall be null and void.
16	Non-payment	Any member Club of the Group which has not paid its subscription within two clear months of the date on which it became due shall be notified of the fact by the Secretary or Treasurer, and one month thereafter any member Club which has still failed to pay its subscription shall unless sufficient reason be shown to the satisfaction of the Committee be taken off the register of members forthwith.
17	Resignation	Any member Club wishing to resign its membership shall give notice in writing to the Secretary on or before the date on which its subscription would have become due for renewal, in any year, otherwise it shall be liable to pay its subscription for the ensuing year. Also, any member Club ceasing to be a member of the Group shall thereafter cease to have any claim upon the

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	property of the Group but shall remain liable for the payment of any debt due to the Group from itself.
18 Use of Group Name and Address	The name and address of the Group shall not be given by any member as an address for any trade, advertising or business purposes, or in connection with any legal proceedings. The address of the Group shall be the address of the Secretary at the time.
19 Expulsion	It shall be the duty of the Committee, if at any time they shall be of the opinion that the interest of the Group so requires, by letter or email, to invite any member Club to withdraw from the Group within a specified time, and in default of such withdrawal to submit the question of its expulsion to a meeting of the Committee to be held within six weeks of the date of communication. Member Clubs shall be given at least seven days notice that a question of expulsion or withdrawal is to be discussed at a meeting of the Committee. The member Club whose expulsion is under consideration shall be given at least seven days' notice of such a meeting and shall be allowed to explain its conduct verbally or in writing, and if two-thirds of the voting members present shall then vote for its expulsion, it shall thereupon cease to be a member of the Group.
20 Annual General Meeting	The Annual General Meeting of the Group shall be held in January at a date and time to be fixed by the Committee. The AGM shall: a) Receive from the Treasurer a full statement of accounts duly audited, showing receipts and expenditure for the year ending December 31st. b) Receive from the Chairman a report of the activities of the Group during the year. c) Elect the President, Vice President(s), Chairman, Vice-Chairman, Honorary Secretary and Honorary Treasurer of the Group. d) Consider any resolution which may be duly submitted to the meeting as hereinafter provided. e) Appointed representatives from six member Clubs shall form a quorum. f) Appoint an Honorary Vice-President(s) at the discretion of the Committee.
21 Special General Meeting	A Special General Meeting may be convened on a requisition to the Secretary, stating the business for which the meeting is required, and signed by not less than six Clubs. If the meeting so requisitioned be not convened within twenty-eight days the said six member Clubs may convene such a meeting. Appointed representatives from six member Clubs shall form a Quorum. At least twenty-one days of written notice of all Special General Meeting shall be given, but the non-receipt of such notice by any member Club shall not invalidate the proceedings. The November meeting each year will also include a Special General Meeting to enact the following year's championships and appoint the Championship compilers. It may also set the membership subscription fees for clubs as noted in rule 13 and also the Championship registration fee for competitors.
22 Agenda	When member Clubs wish a matter to be discussed at a General Meeting the text of such matter shall be received by the Secretary at least twenty-one days before the date of such a meeting and in the case of the AGM not later than the 10th day of the previous December, so that it may be included in the agenda, but the fact that a member Club has not received a copy of the agenda, shall not invalidate the proceedings. No business which is not included in the agenda shall be discussed at the meeting unless every member Club

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	present is in favour thereof. Should the proposer of any motion fail to move a resolution in respect of the relevant item on the agenda then any other member Club shall be entitled to do so.
23 Right to be Present	Except by the invitation of the Committee, no one can take part in any meeting of the Group, or be an Officer of the Group, unless he/she is an appointed representative of a duly elected member Club which has paid its subscription according to these rules. Invited persons may, with the permission of the Chairman of the Meeting, propose a resolution but may not vote.
24 Observance and Interpretation of the Rules	Every member Club binds itself to abide by the Rules of the Group, and also to accept as final and binding the decision of the Committee in all cases of dispute or disagreement as to the interpretation of these Rules.
25 Alteration of Rules	Any alterations of these Rules may only be made at the Annual General Meeting or Special General Meeting and provided that the details of the proposed alterations are included in the notice of the meeting and that the resolution proposing such alteration is carried by two-thirds of the Clubs appointed representatives present and voting at such a meeting, or by two-thirds of the Clubs voting should a poll be demanded, as provided in Rule 12.
26 Events	All motor championships promoted by the Group shall be held under the General Competition Rules of Motorsport UK and in accordance with any other requirements of Motorsport UK.
27 Copies of Rules	Every member Club shall be furnished with a copy of the Group Rules and Constitution on election.
28 Badges	Any badges issued to a member Club by or for the Group shall remain the property of the Group. On termination of membership, member Clubs shall deliver up such badges to the Secretary.
29 Dissolution	The Group shall be dissolved only by a resolution at an Annual or Special General Meeting. The Committee shall forthwith liquidate the affairs of the Group, and if there be any surplus assets or realisation, these shall be disposed of equally between the current member clubs.
30 Safeguarding Policy	The Group will comply with the Child Protection and Safe Guarding Guidelines issued by Motorsports UK.
31 General Data Protection Regulations (GDPR)	<p>The Group collects and uses personal data to communicate with members concerning our activities. The legal basis for collecting and using information is through members informed, specific, unambiguous and freely given consent to do so.</p> <p>No personal details are shared with anyone who is not a member of an SD34MSG club.</p> <p>Members may request a copy of their personal data at any time and they may revoke or otherwise revise their consent(s) at any time by writing to the Secretary. Members may complain to the Information Commissioners Office if they think their personal data is being mishandled.</p> <p>To support a member's lifetime relationship with motorsport and SD34 Motorsport Group we may keep some information indefinitely. However, if we are not required to retain information by relevant legislation, we will, at a member's request, delete their personal data from our system. If we are asked to delete a member's information, the member's association with SD34 will cease immediately and he/she will not be allowed to take part in any championship or event run by the SD34MSG.</p>

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Note: Compliance with the GDPR means that data cannot be kept indefinitely and must be reviewed periodically, so in the future members may be asked to reaffirm their consent(s).

32 Social Media The Group will comply with the Motorsport UK Social Media Policy/Guidelines issued by Motorsport UK.

33 Code of Conduct Members must ensure they abide by the rules and regulations of the Group and Motorsport UK and

- a. properly conduct themselves at all times, in the best interests of UK motorsport
- b. respect the decision of event officials
- c. treat all competitors, marshals and officials equally with respect
- d. maintain the highest standards of driving behaviour
- e. not discriminate against individuals for any reason, whether as a result of race, colour, gender, marital status, sexuality, age, disability, occupation, religion or political persuasion.

Failure to comply with this Code may result in stringent sanctions being imposed by Motorsport UK and the National Court.
