

# Kingsclere Photo Club

# Constitution

Version 3

## **Name of the Club**

The name of the club shall be the Kingsclere Photo Club (the “Club”).

## **Purpose of the Club**

The Club shall provide to residents of Kingsclere and elsewhere with photographic interests, and of all ages and abilities, a forum whereby they can meet with like-minded enthusiasts to pursue and enjoy their mutual interest in photography in all its aspects.

In particular, the Club will:

- hold regular meetings to promote, share, improve and advance the photographic skills and interests of its members, via a mixture of talks, discussions, sharing of members’ work and practical sessions using both digital and analogue photographic techniques;
- manage the Club darkroom for analogue processing and make this available as a resource to members;
- mount exhibitions of members’ work, and seek other opportunities to promote the work of the Club and its membership;
- provide photographic support to local societies and charities for record, display or promotional purposes.

## **Management of the Club**

The Club shall hold Annual General Meetings (“AGMs”) open to all members and which will at each meeting elect a managing committee (the “Committee”) to serve until the following AGM. The Committee shall as a minimum consist of a chair, secretary and treasurer plus a number of ordinary members as decided at the AGM.

The Committee shall then manage the activities, finances and all other administrative aspects of the Club.

Each AGM shall be chaired by the current chair of the Committee. Decisions at an AGM shall be made either by consensus amongst those present or by vote if consensus is not possible.

In the event of a vote being required, each member present (other than the chair) shall have a single vote and the outcome of the vote shall be determined by a simple majority of votes cast. In the event of a tie, the chair shall exercise a casting vote. A member who cannot attend an AGM may vote by proxy through the chair, provided that he or she fulfils any stipulations made by the chair as to proxy voting procedure.

All meetings of the Committee and of AGMs shall be minuted.

## **Accounting**

The Committee shall manage the Club on a not-for-profit basis and with sufficient reserves to ensure financial and operational sustainability, including the depreciation and eventual replacement of Club assets. In doing so it shall set appropriate membership and

other fees to ensure adequate income to maintain both the short and longer-term operations of the Club.

The Committee shall maintain bank and/or building society account(s) for Club funds, with two signatures required for any cheque raised or for other expenditure on these account(s).

The Committee shall prepare annual accounts to be independently verified and presented to the AGM for approval.

### **Winding-Up of the Club**

The Club shall be wound up if an AGM, or an Extraordinary General Meeting (“EGM”) called for this purpose, decides to do so; or if an AGM fails to elect a Committee for the following year. In this event any equipment loaned to the Club shall be returned to its owner where practicable. All assets of the Club after settlement of the closing accounts shall be transferred to the Trustees of the Kingsclere Village Club.

### **Amendment to the Constitution**

Any amendment to this Constitution shall be proposed by the Committee and approved at an AGM, or at an EGM called for this purpose.

February 2026