

North Oxfordshire Branch



**CAMPAIGN
FOR
REAL ALE**

Branch Constitution

1.0 Name

The name shall be the "North Oxfordshire Branch" hereinafter called "The Branch".

1.1 Objective of the Branch

The objective of The Branch will be to support the aims and objectives of the Campaign for Real Ale Limited (hereinafter called `CAMRA`) within the geographical area of North Oxfordshire.

1.2 Regulations

The Branch will observe the Regulations for Branches laid down from time to time by the Directors of CAMRA. Decisions of a general meeting of CAMRA or its Directors shall be binding on the Branch.

1.3 Membership

Any member of CAMRA living within the geographical area of the Branch will be entitled to be, and any other member of CAMRA may apply to become a member subject to the approval of the Branch Committee who may refuse or rescind membership without assigning any reason.

If any member of the Branch shall cease to be a member of CAMRA, his/her membership of the Branch shall automatically terminate.

1.4 Meetings

The Branch agrees to meet for meetings/socials/campaigning events on at least 12 occasions per year. Any member of CAMRA shall be free to attend such open meetings and vote on any resolutions put forward at the meeting whether they are members of the Branch or not. Any resolution passed/approved at such a meeting shall be binding on the Branch unless overruled by the Committee.

1.5 Annual General Meeting

The Branch will hold an Annual General Meeting once in every year and not more than 15 months shall elapse between one Annual General Meeting and the next. Only Directors of CAMRA or their duly appointed representatives plus members of the Branch shall be entitled to vote at the Branch Annual General Meeting. The business to be conducted at the Annual General Meeting will include:

- The approval of the Branch Accounts / Voting
- The election of Branch officials
- Appointment of Auditors

At least 28 days notice of the Annual General Meeting will be given to all members of the Branch and to the Directors of CAMRA either by post or by a CAMRA Publication (What's Brewing) which in the ordinary course of event will give sufficient notice. A quorum for the Branch Annual General Meeting shall be seven members present, unless otherwise previously approved by the Regional Director or the Directors of CAMRA.

1.6 Special General Meetings

A Special General Meeting of the Branch may be called only on the decision of the Branch Committee, on written request signed by one tenth of the Branch membership (whichever is the greater), or by the Directors of CAMRA. At least 21 days notice of such a Special General Meeting shall be given to all members of the Branch and the Directors of CAMRA by post or by a CAMRA Publication (What's Brewing) which is in the ordinary course of events will give sufficient notice. Only persons entitled to vote at a Branch Annual General Meeting shall be entitled to vote at a Special General Meeting.

1.7 Branch Committee

The Branch Committee shall consist of:

- A Chairman
- A Vice-Chairman (where applicable)
- A Branch Secretary
- A Treasurer
- Five Other Members

All of whom are elected by the AGM.

The following roles should be assigned by the Committee to Committee members:

- A Membership Secretary
- A Pubs Officer
- A Campaigns Officer
- A Newsletter Editor
- A Social Secretary (where applicable)

The Committee members shall be elected by members of the Branch and will hold office from one Annual General Meeting to the next, when they shall be eligible for re-election. Any member of CAMRA who is a member of the Branch may serve on the Committee provided that he/she is not already on the committee of any other Branch of CAMRA.

The Branch Committee shall be empowered to fill by co-option from the Branch membership any casual vacancy, which arises during the year or remains unfulfilled after the AGM. The Branch committee also has the power to co-opt members throughout the year where appropriate. The Branch Committee shall undertake the general conduct of the affairs of the Branch.

In the event of the resignation of an entire Branch Committee, the Directors of CAMRA will appoint such interim officers as may be necessary to manage the affairs of the Branch until a General Meeting of the Branch can be properly convened.

1.8 Committee Meetings

The Branch Committee shall meet not less than once in every 2 calendar months and the quorum for such a Committee meetings shall be not less than 4 members of the Branch Committee. The committee meetings will be open for any member to visit as an observer, although Branch business will only be discussed by the committee.

1.9 Elections

Nominations for the post of officers' may either be in writing, or proposed, seconded and approved at the Annual General Meeting, as long as the member has agreed to be nominated.

1.10 Branch Finances

The financial year of the Branch shall commence on the first day of January in each year. The assets of the Branch shall be under the control of the Branch Committee and no payments shall be made out of Branch monies except by authority of the Chairman/Vice Chairman and Treasurer. The Branch Committee shall ensure that the Treasurer keeps proper books of account and that all monies received are placed to the credit of an account in the name of the Branch at such a Bank as the Committee may from time to time select.

The Chairman, Treasurer, Secretary and all signatories to the Branch Bank Accounts shall sign and return to CAMRA HQ, the Compact between CAMRA and Branch which acknowledges the current responsibilities regarding Branch finances. This will be done at the first meeting of the new committee.

Branch funds of any UK Branch shall not be deposited or held in bank or other accounts (whether interest bearing or not) located outside of the United Kingdom (e.g not to be held in the Isle of Man or Channel Islands).

Branch funds of any UK Branch, if deposited in interest paying accounts, will be made only in institutions where UK tax is deducted at source.

All cheques and other orders relating to the Bank Account shall be signed by two of the three committee members appointed by the Committee for that purpose.

All books relating to the finances of the Branch shall be produced to the Directors of CAMRA or their duly authorised representative on demand, on 7 days clear notice to the Branch.

1.11 Audit

The accounts of the Branch in each year shall be audited either by a professional auditor or by two members of CAMRA, neither of whom shall be a member of any Branch Committee nor a Director of CAMRA.

The accounts drawn up shall include combined Profit and Loss accounts and Balance Sheets indicating all monies held by the Branch or on behalf of the Branch relating to all activities including Beer Festivals and publications run by the Branch.

Two copies of the audited accounts shall be lodged with CAMRA at its Registered Office and with the Regional Director in whose region the Branch is situated within one month of the date of the Annual General Meeting.

Any Branch voting (such as for 'Good Beer Guide' entries, 'Pub of the Year' or 'Beer of the Festival') should be audited by the Branch auditor(s) before presentation / public announcement.

1.12 Bye-Laws

Subject to the approval of the Regional Director, the Branch Committee shall have power (unless and until overruled by the Branch in General Meeting) to adopt bye-laws for the better furtherance of the objectives of the Branch.

1.13 Winding Up

The Branch may be wound up at any time by the Directors of CAMRA or by a Special General Meeting called for that purpose, the business having been notified in the notice convening the same, and upon a resolution to that effect being passed by a majority of at least two thirds of those present and entitled to vote. Upon dissolution the assets shall be used firstly to pay off all proper liabilities of the Branch any surplus thereafter shall be paid to CAMRA. If the Branch membership falls below 25, the Branch may be wound up.

1.14 Alteration to Branch Constitution

This Constitution may be altered only at an Annual General Meeting or Special General Meeting called for that purpose, with the specific alteration having been stipulated in the notice convening the same and subject to the approval of at least two thirds of those present and entitled to vote.

Before any such alteration shall become effective, it shall be approved by the Directors of CAMRA or their duly authorised representative.

1.15 Notice

The accidental omission to give notice of any meeting to any person entitled to such a notice shall not invalidate any proceedings at the meeting.

1.16 Declaration

We the undersigned, the Committee of the North Oxfordshire Branch of CAMRA agree to abide by the terms of the Constitution outlined above.

.....	Chairman
.....	Vice Chairman
.....	Branch Contact
.....	Treasurer
.....	Secretary
.....	Committee Member
.....	Committee Member
.....	Committee Member
.....	Committee Member

Dated 2nd October 2012