

SUFFOLK AND NORFOLK YEOMANRY ASSOCIATION CONSTITUTION

1. TITLE

The Association shall be known as:

'The Suffolk and Norfolk Yeomanry Association' (SNYA)

2. FORMATION DATE

The SNYA will be formally constituted on the 1st September 2013

3. OBJECTIVES

The objectives of the Association (SNYA) are:

- a. To maintain contact between those who served in the Suffolk and Norfolk Yeomanry (SNY) including those currently serving.
- b. To maintain contact with the families of those who served in the SNY.
- c. To foster good fellowship and maintain comradeship through gatherings, the web-site and newsletters of the members

4. MEMBERSHIP

- a. Full membership is conditional on having served in any of the Units that carried the title SNY including the Suffolk and Norfolk Yeomanry's when separate entities together with serving members of the SNY.
- b. Associate members, or 'friends' the SNYA may be nominated by any full member and should be submitted to the Secretary for approval by the Association Committee.
- c. Membership will be renewed annually and will run from the 1st September for one year.
- d. Membership will be deemed to have lapsed if subscriptions remain unpaid for a period of two years.
- e. The annual subscription will be set at £5 per annum but may be increased by the Committee when it feels it appropriate to do so.

5. SUBSCRIPTION

- a. The amount of annual subscription will be set by the Committee.
- b. Associate members will be required to pay annual subscriptions at the same rate as
- c. Full members, but will not have the right to vote at the Annual General Meeting or any other meetings of the membership.

6. **EXECUTIVE COMMITTEE**

The Association Executive Committee will consist of at least six paid up members of the Association and shall consist of the following:

Chairman
Secretary
Treasurer
Membership Secretary
Webmaster
Newsletter Editor

Up to six Co-opted Members including four TA Centre Representatives. The Committee will also endeavor to co-opt a Squadron Liaison Officer on to the Committee in order to ensure the close and regular contact with the serving Squadron.

7. **TERMS OF REFERENCE**

- a. The committee shall be responsible for the affairs of the Association and for arranging the Annual General Meeting (AGM) and at least one annual reunion.
- b. The committee members shall be elected annually at the AGM. Notification of volunteers or nominations of Members to serve on the Committee must be received at least 7 days prior to the AGM. In the event of an election for a particular office being necessary, a vote shall be taken by show of hands with a simple majority of those members present being the determining the result of the vote. The committee shall have the authority to co-opt additional members at its discretion.
- c. At committee meetings a minimum of 3 members shall constitute a Quorum.
- d. There is no term of office imposed on Committee service and members may remain in office as long as they wish, subject to re-election

8. **PRESIDENT/VICE PRESIDENT**

The Association shall invite a distinguished Member to serve as Association President and Vice President.

9. **FINANCE**

- a. The financial year shall be from 1st September to 31st August.
- b. Cheques issued on behalf of the Committee will require at least two nominated signatories. Committee members may be reimbursed from Association Funds for any reasonable out of pocket expenses incurred on Association business. The Treasurer shall have the authority to disburse a sum not exceeding £200.00, such disbursement to be ratified by the Committee at the next meeting of the Committee.
- c. An Annual Statement of Accounts and Balance of Funds shall be produced by the Treasurer for presentation at the AGM. Where possible, a copy of such documents shall be provided to the membership prior to the AGM.
- d. In the event that the Association is dissolved or the affairs of the Association are discontinued for a period of at least two years, all monies held in the name of the Association shall be transferred to the Army Benevolent Fund.

10. **GENERAL MEETINGS**

At all General Meetings, a minimum of 15 Members shall constitute a Quorum; resolutions may only be passed at General Meetings where a Quorum is present.

a. **Annual General Meeting (AGM)**

The AGM shall be held on a date determined by the Committee. Members are to be informed by letter or email at least 60 days prior to the meeting being held. Members wishing to have a matter included in the AGM Agenda must advise the Secretary in writing at least 30 days prior to the meeting.

Any proposal to alter the Constitution must also be made in writing to the Secretary at least 30 days prior to the AGM and the proposal debated at that meeting. A vote shall be taken on any proposed alteration; a simple majority of those Members present shall determine the result of the vote.

b. **Extraordinary General Meeting (EGM)**

An Extraordinary General Meeting may be called by the Executive Committee or by ten paid up Members. The subject to be raised at such a Meeting shall be communicated to the Membership in the notice calling the Meeting at least 30 days prior to the meeting being held.