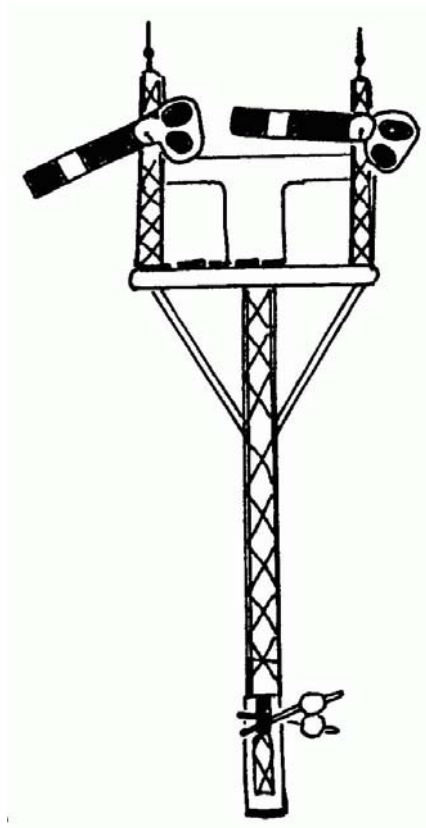


Signalling Record Society

Rules



July 2000

Signalling Record Society

Rules of the Society

1 NAME AND OBJECT

1.1 THE NAME OF THE SOCIETY SHALL BE THE SIGNALLING RECORD SOCIETY. HEREINAFTER REFERRED TO AS 'THE SOCIETY'.

1.2 THE OBJECT OF THE SOCIETY SHALL BE THE STUDY OF RAILWAY SIGNALLING AND OPERATION IN THE BRITISH ISLES AND OVERSEAS.

2 MEMBERSHIP

2.1 MEMBERSHIP SHALL BE OPEN TO ALL PERSONS WHO HAVE AT HEART THE FURTHERANCE OF THE OBJECT OF THE SOCIETY.

2.2 Application for membership shall be in writing and addressed to The Membership Secretary.

2.3 THE COMMITTEE SHALL HAVE THE AUTHORITY TO DECLINE ANY APPLICATION FOR MEMBERSHIP OR TO EXPEL AN EXISTING MEMBER IF, IN THEIR OPINION, SUCH MEMBERSHIP IS NOT IN THE BEST INTEREST OF THE SOCIETY.

2.4 A member may, at any time, by giving written notice to the Membership Secretary, resign from membership of the Society. Subscriptions will not normally be refunded.

2.5 Any permanent change of address should be notified promptly to the Membership Secretary.

3 CONDUCT OF MEMBERS

3.1 MEMBERS MAY NOT USE THE NAME OF THE SOCIETY NOR CLAIM TO REPRESENT IT WITHOUT THE AUTHORITY OF THE COMMITTEE, NEITHER MAY THEY USE NAMES OF OTHER MEMBERS WITHOUT THE CONSENT OF THOSE MEMBERS.

3.2 Membership of the Society confers no right of access to property which is not open to the public.

4 SUBSCRIPTION

4.1 THE ANNUAL SUBSCRIPTION FOR ANY CALENDAR YEAR SHALL BE PAYABLE ON OR BEFORE THE FIRST DAY OF DECEMBER OF THE PRECEDING YEAR OR ON SUCH DATE AS THE COMMITTEE MAY DETERMINE.

4.2 THE COMMITTEE SHALL DETERMINE THE ANNUAL SUBSCRIPTION FOR EACH CALENDAR YEAR.

4.3 Non-payment of the subscription will render a member liable to termination of membership after a lapse of one month after the date on which the subscription was due.

4.4 The annual subscription is inclusive of one copy of the editions of the Society periodical in the subscription year.

4.5 MEMBERS JOINING PART-WAY THROUGH ANY CALENDAR YEAR SHALL PAY INITIALLY THE FULL, OR AFTER 30TH JUNE OF THE YEAR, A PORTION OF THE ANNUAL SUBSCRIPTION WHICH SHALL BE INCLUSIVE OF THE SOCIETY PERIODICAL FOR THE RELEVANT PERIOD.

4.6 ON APPLICATION, THE COMMITTEE MAY GRANT LIFE MEMBERSHIP OF THE SOCIETY TO A MEMBER WHO, AT THE TIME OF APPLICATION, HAS REACHED THE AGE OF SIXTY YEARS OR MORE.

4.7 The annual subscription for life membership shall be twenty three times the annual subscription for the year in which life membership begins.

4.8 THE SOCIETY MAY OFFER HONORARY LIFE MEMBERSHIP TO ANY INDIVIDUAL(S) IN RECOGNITION OF EXCEPTIONAL SERVICE TO THE SOCIETY, SUCH AN OFFER WILL NORMALLY EMANATE FROM THE COMMITTEE AND ONLY BE EXTENDED TO INDIVIDUAL(S) IF RATIFIED AT A GENERAL MEETING.

4.9 The Membership Secretary will contact listed Life Members every five years to ensure that there has been no change in their circumstances.

5 COMMITTEE

5.1 THE AFFAIRS OF THE SOCIETY SHALL BE MANAGED BY A COMMITTEE WHICH SHALL CONSIST OF THE SECRETARY AND THE TREASURER (HEREINAFTER REFERRED TO AS THE SOCIETY OFFICERS), AND NOT MORE THAN SIX ORDINARY MEMBERS. THE SECRETARY AND TREASURER SHALL BE ELECTED ANNUALLY. UP TO THREE ORDINARY MEMBERS SHALL BE ELECTED AT EACH ANNUAL GENERAL MEETING AND SHALL HOLD OFFICE FOR NO MORE THAN TWO YEARS AFTER WHICH THEY SHALL RETIRE AND BE ELIGIBLE FOR RE-ELECTION.

5.2 AS SOON AS PRACTICABLE AFTER AN ANNUAL GENERAL MEETING, A CHAIRMAN AND A DEPUTY CHAIRMAN FOR THE SOCIETY SHALL BE ELECTED BY THE COMMITTEE FROM AMONG ITS MEMBERS.

5.3 THE CHAIRMAN, OR IN HIS ABSENCE THE DEPUTY CHAIRMAN, SHALL PRESIDE AT MEETINGS OF THE COMMITTEE AND AT GENERAL MEETINGS OF THE SOCIETY.

It is expected that nominees to the position of Chairman and Deputy Chairman will have served as Society Committee Members or Officers for a minimum period of two years.

IN THE ABSENCE OF BOTH CHAIRMAN AND DEPUTY CHAIRMAN, THE MEMBERS PRESENT SHALL ELECT ONE OF THEIR NUMBER TO PRESIDE OVER THE MEETING.

5.4 THE COMMITTEE SHALL HAVE THE AUTHORITY TO CO-OPT NOT MORE THAN FOUR OTHER MEMBERS TO SERVE ON THE COMMITTEE AT ANY ONE TIME. CO-OPTED MEMBERS SHALL RETIRE AT THE END OF THE NEXT ANNUAL GENERAL MEETING, BUT MAY BE FORMALLY CO-OPTED AGAIN AT A SUBSEQUENT COMMITTEE MEETING.

5.5 THE COMMITTEE SHALL HAVE THE AUTHORITY TO FILL ANY VACANCY AMONG ITS OWN MEMBERS OR ELECTED OFFICERS THAT ARISES BETWEEN ANNUAL GENERAL MEETINGS.

5.6 THE COMMITTEE SHALL HAVE THE AUTHORITY TO APPOINT MEMBERS TO OTHER POSITIONS AS IT CONSIDERS NECESSARY FOR THE EFFICIENT CONDUCT OF THE SOCIETY'S BUSINESS. These may include appointments to such positions as Editor; Research Co-ordinator; Membership Secretary; Archivist etc. The Committee will determine the conditions and terms of reference for such appointees.

5.7 ALL MEMBERS ELECTED TO OFFICE OR TO MEMBERSHIP OF THE COMMITTEE SHALL HAVE ATTAINED THE AGE OF 18 YEARS, WHICH AGE SHALL ALSO APPLY TO CO-OPTED MEMBERS OF THE COMMITTEE.

5.8 Society Officers, Committee Members and Co-opted Members shall each have one vote on proposals at Committee Meetings; whilst the Chairman shall also have a casting vote in the event of an equality of votes.

5.9 A MINIMUM OF FIFTY-ONE PERCENT OF THE NUMBER OF MEMBERS OF COMMITTEE SHALL CONSTITUTE A QUORUM.

5.10 All Committee posts are honorary.

5.11 SOCIETY OFFICERS, COMMITTEE MEMBERS AND CO-OPTED MEMBERS SHALL BE ENTITLED TO BE INDEMNIFIED BY THE SOCIETY IN RESPECT OF ANY LIABILITY INCURRED BY THEM IN GOOD FAITH ON BEHALF OF THE SOCIETY.

6 LOCAL AREAS and LOCAL OFFICERS

6.1 THE COMMITTEE MAY ALLOCATE FUNDS AND APPOINT MEMBERS TO ORGANISE AND CO-ORDINATE ASPECTS OF THE SOCIETY'S ACTIVITIES IN LOCALISED GEOGRAPHICAL AREAS.

6.2 The activities of Local Area Officers shall be recorded by the Secretary, and monitored by the Committee.

6.3 Each Local Area Officer shall pass Statements for that Local Area's funds to the Treasurer in time for their inclusion in the Society's General Accounts.

6.4 The Committee shall disband or re-organise Local Areas and personnel as it considers appropriate.

6.5 LOCAL AREA OFFICERS SHALL BE ENTITLED TO BE INDEMNIFIED BY THE SOCIETY IN RESPECT OF ANY LIABILITY INCURRED BY THEM IN GOOD FAITH ON BEHALF OF THE SOCIETY.

7 EXPENDITURE AND ACCOUNTS

7.1 The Committee will not be responsible for any expenditure or commitment made by any member of the Society unless the said expenditure has been authorised in advance by the Committee.

7.2 Officers and Committee Members may receive reasonable travelling expenses when supported by tickets, receipts, etc for attendance at Committee Meetings. Such expenses shall be set by the Committee and be shown as an item in the accounts at the Annual General Meeting.

7.3 THE COMMITTEE WILL BE RESPONSIBLE FOR THE FINANCES OF THE SOCIETY. THE TREASURER WILL KEEP A FULL SET OF ACCOUNTS AND AN AUDITED SET OF THESE ACCOUNTS WILL BE PRESENTED AT THE ANNUAL GENERAL MEETING.

7.4 THOSE APPOINTED TO AUDIT THE SOCIETY'S ACCOUNTS SHALL BE ELECTED ANNUALLY BY MEMBERS PRESENT AT THE PRECEDING ANNUAL GENERAL MEETING. APPOINTEES NEED NOT BE MEMBERS OF THE SOCIETY. NO SOCIETY OFFICER OR COMMITTEE MEMBER MAY BE APPOINTED AS AN AUDITOR.

7.5 THE FINANCIAL YEAR SHALL BE FROM THE FIRST DAY OF JANUARY TO THE LAST DAY OF DECEMBER.

8 CALLING OF MEETINGS and CONDUCT OF ELECTIONS

8.1 the Secretary shall be responsible for calling General and Committee Meetings, and shall keep proper and accurate Minutes of all such Meetings.

8.2 The Secretary shall be responsible for ensuring that elections are conducted in a proper manner and in accordance with these procedures.

8.3 If the number of nominations for a post on the Committee exceeds the number of vacancies the following procedure shall be adopted:-

8.3.1 The Secretary will write to all nominees after the close of nominations (see Rule 9.1) advising them that there will be a ballot and of the procedure for the election.

8.3.2 The ballot will be a secret ballot on papers previously prepared by the Secretary.

8.3.3 At the General Meeting during which the election will be held, the Secretary will appoint two Scrutineers who are not seeking election to the Committee and who have not nominated any of the candidates; these Scrutineers will distribute, collect, and each count the ballot papers when required from the Chair.

8.3.4 All new nominees will introduce themselves to the Meeting by one of the following:-

Give a one minute speech; or

Nominate somebody to give a one minute speech on their behalf; or

Make available a written handout (100 words max).

8.3.5 Only members present at the Annual General Meeting shall be eligible to vote.

8.3.6 Each member in 8.3.5 above will be able to vote for a number of candidates up to the number of vacancies, beyond which the ballot paper will be adjudged spoiled.

8.3.7 The member(s) elected shall be those having the highest number of votes, counting equally the votes on each and every paper.

8.3.8 The ballot papers shall be kept by the Secretary for six months before disposal.

9 GENERAL MEETINGS

9.1 AN ANNUAL GENERAL MEETING SHALL BE HELD ONCE IN EVERY YEAR WITH NOT MORE THAN 15 MONTHS BETWEEN SUCCESSIVE MEETINGS. AT LEAST NINE WEEKS NOTICE OF THE DATE AND PLACE OF THE MEETING SHALL BE GIVEN TO ALL MEMBERS. NOMINATIONS FOR COMMITTEE AND MEMBERS' PROPOSED RESOLUTIONS MUST BE RECEIVED BY THE SECRETARY IN ACCORDANCE WITH, AND BY THE DATE SPECIFIED IN, THE NOTICE OF THE MEETING WHICH DATE SHALL BE NOT LESS THAN SIX WEEKS PRIOR TO THE DATE OF THE MEETING. WRITTEN NOTICE OF THE DATE, PLACE AND BUSINESS INCLUDING OF NOMINATIONS AND PROPOSED RESOLUTIONS SHALL BE SENT TO EVERY MEMBER NOT LESS THAN 14 DAYS BEFORE THE DATE OF THE MEETING.

9.2 A SPECIAL GENERAL MEETING SHALL BE CONVENED BY THE SECRETARY AT THE COMMITTEE'S REQUEST OR UPON A REQUEST IN WRITING SIGNED BY NOT LESS THAN FIFTY MEMBERS OR NOT LESS THAN 25% OF THE MEMBERSHIP WHICHEVER IS THE LESSER. SUCH A MEETING SHALL BE HELD WITHIN SEVEN WEEKS OF THE SECRETARY RECEIVING NOTICE THAT THE MEETING IS REQUIRED. WRITTEN NOTICE OF THE MEETING SHALL BE SENT TO EVERY MEMBER NOT LESS THAN 21 DAYS BEFORE THE MEETING AND SHALL STATE THE DATE, PLACE AND BUSINESS REQUIRED WHICH SHALL BE THE ONLY BUSINESS CONSIDERED.

9.3 A QUORUM FOR A GENERAL MEETING SHALL BE TWENTY FIVE MEMBERS OR 5 PERCENT OF THE CURRENT MEMBERSHIP, WHICHEVER IS THE LESSER.

9.4 NOMINATIONS FOR OFFICE AND MEMBERSHIP OF THE COMMITTEE SHALL BE SUBMITTED IN WRITING AND SIGNED BY THE PROPOSER AND SECONDER AND BY THE NOMINEE.

9.5 MEMBERS' PROPOSED RESOLUTIONS SHALL BE SIGNED BY THE PROPOSER AND SECONDER.

9.6 VOTING FOR OFFICERS AND ELECTED MEMBERS SHALL BE DECIDED BY SIMPLE PLURALITY as in Rule 8 clauses 3.6 and 3.7.

9.7 VOTING FOR PROPOSED RESOLUTIONS SHALL BE DECIDED BY SIMPLE MAJORITY OF THOSE VOTING EXCEPT IN THE CASE OF AMENDMENTS TO THE RULES IN ACCORDANCE WITH RULE 12 AND EXCEPTING IN THE CASE OF DISSOLUTION IN ACCORDANCE WITH RULE 13.

9.8 At General Meetings the Chairman shall have a casting vote in the event of an equality of votes.

10 SOCIETY ACTIVITIES

10.1 EACH MEMBER ATTENDING ANY SOCIETY VISIT TO THE PREMISES OF ANY RAILWAY OR ANOTHER AUTHORITY OR COMPANY SHALL BE ENTIRELY AT THAT MEMBER'S OWN RISK AND RESPONSIBILITY. EACH MEMBER SHALL ABSOLVE THE SOCIETY AND THE RAILWAY OR OTHER AUTHORITY OR COMPANY WHOSE PREMISES ARE VISITED FROM ANY RESPONSIBILITY FOR THEIR SAFETY OR FOR THE SAFETY OF ANY ARTICLE THAT MEMBERS MAY HAVE WITH THEM.

10.2 DURING VISITS ARRANGED BY THE SOCIETY, MEMBERS AND VISITORS MUST OBEY THE INSTRUCTIONS GIVEN BY THE LEADER AND OFFICIALS IN CHARGE OF THE PARTY.

11 COPYRIGHT

11.1 Copyright may exist in any drawings, publications and photographs owned or sold by the Society and they may not be further reproduced without the specific written permission of the Society (and, where appropriate, any other copyright holder) for which a fee may be demanded.

11.2 Drawings, publications and photographs may be sold to members at reduced prices on the understanding that they may not be resold.

11.3 The sale of drawings, publications and photographs to members and others does not include the right of further reproduction.

12 AMENDMENTS TO THE RULES

12.1 THESE RULES MAY BE AMENDED AT AN ANNUAL GENERAL MEETING OR AT A SPECIAL GENERAL MEETING BY MEANS OF A PROPOSED RESOLUTION FROM THE COMMITTEE OR FROM THE MEMBERSHIP.

12.2 PROPOSED RESOLUTIONS TO AMEND THE RULES MUST BE ADOPTED BY NOT LESS THAN TWO-THIRDS OF THOSE PRESENT AND VOTING OR THEY ARE LOST.

12.3 CHANGES OF THE EXISTING RULES SHALL HAVE EFFECT FROM THE END OF THE GENERAL MEETING AT WHICH THEY WERE ADOPTED.

13 DISSOLUTION

13.1 IF AT ANY GENERAL MEETING A RESOLUTION FOR THE DISSOLUTION OF THE SOCIETY SHALL BE PASSED BY A MAJORITY OF THE MEMBERS PRESENT AND SUCH RESOLUTION SHALL BE CONFIRMED AT A GENERAL MEETING HELD NOT LATER THAN TWO MONTHS THEREAFTER AT WHICH NOT LESS THAN THREE QUARTERS OF THE MEMBERSHIP PRESENT SUPPORT SUCH A MOTION THE COMMITTEE SHALL THEN OR AT SOME FUTURE DATE AS MAY BE SPECIFIED BY THE RESOLUTION DISPOSE OF THE PROPERTY OF THE SOCIETY IN SUCH A WAY AS WILL BEST CONTINUE THE OBJECT AND AFTER THE DISCHARGE OF ALL LIABILITY SHALL PAY ANY REMAINING MONIES TO ANY CHARITY AS THE COMMITTEE SHALL THEN DECIDE AND THE SOCIETY SHALL THEN BE DISSOLVED.

13.2 IN THE EVENT OF SUCH A DISSOLUTION, ANY ARCHIVE MATERIAL OWNED BY THE SOCIETY SHALL BE DISPOSED OF IN SUCH A WAY AS BEST TO ENSURE ITS CONTINUED PUBLIC AVAILABILITY.

14 INTERPRETATION OF THE RULES

14.1 THE COMMITTEE IS THE SOLE AUTHORITY FOR THE INTERPRETATION OF THESE RULES AND THE REGULATIONS MADE BY IT FROM TIME TO TIME.

14.2 The decision of the Committee upon any question of interpretation or upon any matters affecting the Society is final and binding on the members.

14.3 ITEMS IN UPPER CASE ARE SOCIETY RULES WHICH MAY ONLY BE CHANGED BY A PROPOSED RESOLUTION IN ACCORDANCE WITH ITEM 12. ITEMS IN LOWER CASE ARE MATTERS OF PROCEDURE AND REGULATION AND ARE THEREFORE NOT SUBJECT TO THE PROCEDURES OF ITEM 12 BUT TO THOSE OF ITEM 9.7.

14.4 All references to male Society members apply equally to female Society members.

As approved by the Annual General Meeting in 2000.