

Rules of CYCLE CARDIFF

GENERAL

1 The name of the group shall be 'Cycle Cardiff' ('Seiclo Caerdydd'), or such other name as the group may decide at an Annual Meeting. This document is the governing document of Cycle Cardiff.

2 Cycle Cardiff is established for the objectives of

- organizing informative and sociable events for cyclists
- getting more people on bikes
- raising awareness of cycling
- improving facilities for cyclists.

3 Cycle Cardiff hereby has the power to do any such thing that may reasonably and legally further the pursuit of its objectives.

MEMBERSHIP

4 Standard membership of Cycle Cardiff is open to anyone who shares the aims of Cycle Cardiff. The fee for standard membership is set at an Annual or General Meeting.

5 Ride Group membership is open to all standard members on condition that they pay an annual ride group membership fee to cover overheads. This fee is set at an Annual or General Meeting. The Ride Group membership period runs from 1 April to 31 March.

6 Cycle Cardiff regular rides are open to all ride group members. Standard members or members of the public who are not listed as ride group members are permitted to attend a maximum of three regular rides per year.

MANAGEMENT COMMITTEE

7 Cycle Cardiff shall be governed by a management committee comprising not fewer than five members and not more than ten members who shall each be appointed by a simple majority of members attending and voting at the Annual Meeting. This group shall be known as the 'Management committee':

8 The 'Management committee' shall comprise the following roles:

- Coordinator
- Treasurer
- Secretary
- Two or more other members

9 Management committee members shall be elected for a period of one year at the Annual Meeting. Candidates will nominate themselves (or be nominated by another member) and be seconded by at least one other person. In the event of more than one person being proposed the matter may be resolved by a simple majority of those attending the meeting. If the result of the ballot does not result in a simple majority, a second ballot may take place.

10 The Management committee may temporarily fill any vacancy arising in their group until the next Annual Meeting.

11 The Management Committee may refer any part of its business to such sub Committees or working parties deemed necessary.

12 The Management committee members may not benefit financially or in any similar way from those positions.

MEETINGS

13 The Cycle Cardiff Management committee shall meet not less than once every two months.

14 All members' meetings will be publicized on the website home page and by e-newsletter and will be open to all members of Cycle Cardiff. All members of Cycle Cardiff are encouraged to attend meetings to take part in decisions.

15 An Annual General Meeting shall be held once a year. All General meetings will be publicized on the website home page and by e-newsletter. All members may attend and vote on decisions and elections of the Management committee. The Secretary must give 21 days' notice.

16 An extraordinary General Meeting may be held at the request in writing of not fewer than five members. A notice period of 21 days is required.

16 Cycle Cardiff can only be dissolved at an Annual Meeting or General Meeting. On dissolution, any assets will be transferred to another group which shares substantially similar objectives. Any unspent grant money will first be offered back to the grant-making body.

AMENDMENTS

17 Amendments to this set of rules may only be approved at an Annual or extraordinary General Meeting. Notice of proposed amendments must be given 21 days before the meeting.