



The Old Ruymians' Club

The Club for 6th-Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham and Clarendon Grammar School

THE OLD RUYMIANS' CLUB

The Club for 6th- Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham and Clarendon Grammar School

CONSTITUTION AND RULES

(Hereinafter referred to as the "C & Rs")

1. NAME

The Name of The Club shall be THE OLD RUYMIANS' CLUB (hereinafter referred to as "The Club").

2. COLOURS

The colours of "The Club" livery shall be Green, Old Gold and Silver. "The Club" tie shall be Green bearing a Silver Pelican underscored by a Silver and Red line.

3. OBJECTIVES

The Objectives of "The Club" shall be:

- a) To encourage a continuing interest in Chatham & Clarendon Grammar School Ramsgate and its History, on the part of all Members of "The Club".
- b) To publish, from time-to-time, journals, papers or other publications (either solely or jointly with the School) concerning the activities of the School and "The Club".
- c) To enable Members to keep in touch with one another, to encourage mutual support and to provide opportunities for meeting.

4. MEMBERSHIP

The Membership of "The Club" shall be in the following categories:

- a) Membership of "The Club" shall be open to 6th-Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham & Clarendon Grammar School, subject to payment of the due subscription for the level of Membership detailed in 4b), 4c) and 4d).
- b) "The Club" shall consist of Honorary, Ordinary and Student Members.
- c) Any Member shall be elected as an Honorary Member following nomination by or through the Committee and approval at an Annual General Meeting, for which the Membership subscription is free.



The Old Ruymians' Club

The Club for 6th-Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham and Clarendon Grammar School

The Head Teacher(s) of The School shall automatically become an Honorary Member(s). The President, on satisfactory completion of service, shall become an Honorary Member.

d) The categories of Honorary Life, Life (paying) and Life (non-paying) are no longer available. All Members who currently enjoy these categories will continue to do so with the same rights. Only those subscribing Members in these categories are entitled to receive a copy of "Ruym" or any other Journal or Publication that "The Club" might issue.

5. SUBSCRIPTIONS

Subscriptions shall be as follows:

- a) The Annual Subscription for Ordinary Members who join from June 2015 shall be £15.00, payable on 1st June of each year and subject to annual variation as detailed in 5b).
- b) Any increase or decrease in the Annual Subscription as detailed in 5a) shall be considered by the Committee and proposed by a motion to be ratified at the Annual General Meeting, in accordance with the provisions of Rule 12.

6. MANAGEMENT

The Management of "The Club" shall be vested in a Committee comprising six Officers and up to six Ordinary Members of "The Club", all being Members as defined in 4a). The Committee shall be empowered to form Sub-committees and co-opt other Members as and when required however they shall not be entitled to vote.

The President's position shall not carry a right to vote in Committee.

A quorum for decision-making shall be five Members of the full Committee. Each Member shall have one vote and in the event of a tie, the Chairman shall have a second (or casting) vote.

7. THE OFFICERS

The Officers of "The Club", selected from the Membership shall be:

- Honorary President
- Honorary Chairman
- Honorary Vice-Chairman
- Honorary Secretary
- Honorary Membership Secretary
- Honorary Treasurer



The Old Ruymians' Club

The Club for 6th-Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham and Clarendon Grammar School

8. DUTIES OF OFFICERS

The responsibility of the Hon. President will be to support and assist the Chairman and Committee members in the management of "The Club" in accordance with the C and R's., and in furtherance of that support by representing "The Club" at the request of the Chairman. They may also be called upon to advise and assist on matters put to the Committee as and when guidance is requested by the Committee.

All Officers, except the Chairman who when elected serves for three years, duly proposed and seconded, shall be elected annually at the corresponding AGM and can serve for three years but may offer themselves for re-election for a further year up to a six-year period. To achieve continuity, Officers shall be re-elected on a rotational basis. No Officer shall serve for more than six years (unless the office would remain vacant), at which time they step down from the Committee for one year, after which they may be appointed back onto the committee. In the event of an Office becoming vacant before the following AGM, the Hon. Chairman shall have the authority to appoint an "Officer in Charge", after offering the Candidate to the Committee for approval and with the agreement of the Hon. President.

a) The **Hon. Chairman** shall have the right to preside at all meetings of the Committee and all general meetings of The Club. They shall be empowered to supervise the running of "The Club" and to countersign all legal documents and applications for Membership approved by the Committee. The Chairman may, with the approval of the Committee, delegate any of their powers to any Member or Members of the Committee.

b) The **Hon. Vice - Chairman** shall, during the absence or illness of the Chairman, exercise all the functions of the Chairman. They will also have such powers and duties as may, from time to time, be determined by the Committee.

c) The **Hon. Secretary** shall keep the Minutes of Committee and General Meetings and other Records of "The Club"; attend to correspondence of "The Club" unless specific correspondence items are delegated by the Committee to other Members thereof; send out Mailings, Notifications and Journals, electronically or otherwise via the Hon. Membership Secretary; arrange the AGMs and EGMs and Annual Dinner in collaboration with such other Members of the Committee as may be required; keep the Members of the Committee apprised of the affairs of "The Club" and generally to carry out the duties of a Club Secretary.

d) The **Hon. Membership Secretary** shall keep the register of current, past and potential Members, holding all records of Club Membership and shall regularly, periodically and whenever requested by the Committee, report the state of Membership of "The Club" and keep in a proper manner and in accordance with the Laws of England such Membership Records as required for the proper running of The Club. They shall be responsible for the organisation of invoicing and collection of Annual Subscriptions; additions to and alterations of the Membership Records; to pass to the Hon. Treasurer all Membership Subscriptions paid to "The Club" and to ensure matters and Club Publications and all documentation requiring circulation to the Membership are despatched against records current at that time.

e) The **Hon. Treasurer** shall keep such Books of Accounts as required by law and as the Committee may from time to time direct. They shall also keep the Committee apprised of the financial situation of "The Club".

The Hon. Treasurer shall have custody of the funds and property of The Club. They will make payment on behalf of "The Club", as directed by the Committee and against vouchers which are to be countersigned by



The Old Ruymians' Club

The Club for 6th-Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham and Clarendon Grammar School

the Hon. Chairman, Hon. Vice-Chairman or Committee signatory. They will regularly and from time to time and forthwith whenever requested by the Committee, report on the financial state of "The Club" and to keep in proper manner such financial books as are required for the proper running of "The Club". They will present accounts of revenue and expenditure to the Committee (as requested) and prepare final yearly accounts for presentation to Members at the AGM. The Annual Balance Sheet and Statement of Revenue and Expenditure will be subject to Scrutiny by the duly appointed independent Scrutineers / Auditors. They will be responsible for the reimbursement of incidental expense incurred by Members of the Committee or by others appointed by the Committee in the service of "The Club".

The Committee shall have the authority to approve disbursements of "The Club's" funds to attend to the liabilities incurred in the day-to-day management of "The Club" in accordance with the C & Rs. Signatures of two Committee Bank signatories shall be required for the release of funds.

Proposals, duly seconded, for Expenditure of an extraordinary nature, such as donations to the School, shall be submitted to the Committee for consideration and if considered acceptable shall be submitted to the following Annual General Meeting for approval.

The Accounts shall be made up to the 31st May of each year and duly inspected by an independent Auditor or Scrutineer, and presented to the Annual General Meeting for approval. The independent Auditor or Scrutineer, as the case may be, shall be appointed at the Annual General Meeting for the following year.

f) In case of absence or disability to act on the part of any Officer of The Club, the Committee may appoint such person or persons as it feels fit to carry out the duties required. The appointment will carry with it delegation of power to act in the specified capacity.

9. MEETINGS

There shall be an Annual General Meeting of "The Club" to be held on the last Saturday of June or earlier or as soon after as the Committee is able to arrange, and at the time and place determined by the Committee, for which every Member shall receive due notification by the Honorary Secretary, using the list of current Members held by the Membership Secretary, in accordance with Rule 12. The business at such Meetings shall be the election or re-election of the Committee and the Auditor/Scrutineer, the approval of the Accounts, Reports from the Chairman, Honorary Secretary and Treasurer and any other business as may be determined by the Committee or Members, due notice having been given thereof in accordance with Rule 12.

The Annual General Meeting shall, in the 1st Instance, be followed by an Annual Reunion and Dinner, at a time and place to be determined by the Committee for which every Member shall receive due notification by the Honorary Secretary. In the 2nd Instance it shall be held on a date determined by the Committee. The Committee shall meet additionally on a regular basis, but at least three times a year, at a time and place which is mutually convenient, to deliberate on the business of "The Club".



The Old Ruymians' Club

The Club for 6th-Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham and Clarendon Grammar School

10. EXTRAORDINARY GENERAL MEETINGS

An Extraordinary General Meeting may be convened at any time by the Committee or on the request of 50 Members. In the latter case, the Meeting shall be convened within 90 days of the request being submitted by the Members concerned to the Honorary Secretary, which shall be in writing, stating the purpose for which the Meeting is required.

11. NOTICE OF MEETINGS, AGENDA AND VOTING

The Honorary Secretary shall, at least 30 days before the Annual General Meeting send, using the list of current Members held by the Membership Secretary, to every Member in the Register of Members, by post to their home or electronically, a Notification of such Meeting, stating the date, time and place for it to be held and a complete Agenda of the business to be placed before it. Any matters which a Member(s) may wish to have considered at the Meeting should be submitted in writing to the Honorary Secretary; to be received by them no later than the 31st May of each year. No business requiring voting on shall be brought before the Meeting unless due notice shall have been given as herein stated.

In the case of Extraordinary Meetings, a Notification of Meeting shall be sent at least 30 days before the Meeting, stating the date time and place for it to be held and the purpose of the Meeting.

Every Member shall have the right to vote on matters brought before a General Meeting, either in person, by post or by proxy. In the event of voting by proxy the Member shall nominate another attending Member to represent him, which can be the President, the Chairman, the Honorary Secretary, the Honorary Treasurer, a Member of the Committee or any Member they wish to nominate. In the case of voting by post or by proxy, the instruction must reach the Honorary Secretary no later than 15 days before the date of the Meeting or it shall be considered void. Each Member shall be entitled to one vote.

The Notification of the Annual General Meeting shall be accompanied by a Notification of the Annual Reunion and Dinner, stating the date, time and place for it to be held. The Notification of the Annual General Meeting shall be accompanied by a copy of "Ruym" or a copy of the O.R. Newsletter, as appropriate, to the Membership category, providing that such publication is available for posting or sending electronically. In the event that such publication is not available for posting or sending electronically with the Notification of the Annual General Meeting it shall be sent as soon after it is available, as is practical, by the means determined by the Committee.

12. CONDUCT OF GENERAL MEETINGS

The General Meetings shall be presided over by the Chairman or, in their absence, by a Member appointed by the Meeting. All business put before the Meeting, with the exception of removal from Office, shall be decided by majority of votes cast. In the case of a tie, the Chairman or the Member chairing the Meeting shall have a second (or casting) vote. In the case of removal from office, the majority shall be one third.

The quorum for General Meetings shall, in the 1st Instance, be 10 Members present and in the 2nd Instance those present plus those proxy votes received by the Hon. Secretary, ensuring 10 or more eligible votes.



The Old Ruymians' Club

The Club for 6th-Formers, Current and Former Pupils and Current and Former Staff of Chatham House, Clarendon House and Chatham and Clarendon Grammar School

13. COMMUNICATIONS

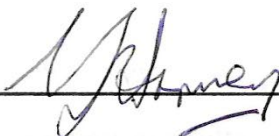
All Notices as required by these C & Rs shall have been duly served if sent to the last known home or email address of a Member. It shall be the responsibility of a Member to notify the Honorary Secretary of any change of their home address or email address or that of an Agent, if applicable.

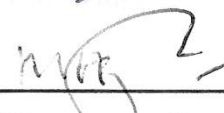
14. MODIFICATION OF THE CONSTITUTION AND RULES


The Constitution and Rules may only be altered or repealed or new Rules made at General Meetings, if due Notice has been given in accordance with Rule 12.

Approved on 3rd day of December 2024

Signed:

_____  Hon. President

_____  Hon. Chairman

_____  Hon. Secretary