

SCOTC STANDING ORDERS – resolution passed at AGM 14th May 2008

1. OBJECTIVES

- To promote and protect the vitality and viability of Stamford's trade and commerce.
- To foster networking, goodwill and self improvement amongst members.
- To seek and advance consensus, first within the Chamber, and then in the wider community.

2. MEMBERSHIP

- Membership shall be open to all bona fide businesses from the town and its catchment area.
- A member deemed to have brought the Chamber into disrepute may be expelled from membership, with a right of appeal to a special meeting of the Executive Committee.
- A member whose subscription is 30 days overdue may be deemed to have ceased membership.

3. ANNUAL GENERAL MEETING

- Will be held during May in each year, at a time and date agreed by the Executive Committee.
- The calling notice, agenda, president's report, proposed subscriptions, and accounts for the preceding year shall be mailed out at least 10 days prior to the date set for the AGM.
- A quorum shall be 10% of the paid up membership in good standing attending in person.
- If a quorum is not achieved, the business shall be conducted with members by letter.
- The President or his Vice President or a deputy appointed by the meeting shall preside.
- Business shall include approval of accounts, setting of subscriptions, election of auditors, election of the Executive Committee, and any proposals to revise or amend Standing Orders.
- Voting at general meeting shall be by one member one vote, members voting in person, with the person presiding having a second or casting vote in the event of a tie.

4. EXTRAORDINARY GENERAL MEETINGS

- If 10 members give notice in writing to the Secretary, a meeting shall be convened.
- The Agenda shall be determined between the Executive Committee and those members.
- The calling notice and agenda shall be mailed out 10 days prior to the date set for the meeting.
- The quorum and voting shall be as at the Annual General Meeting.
- Discussion and debate shall be strictly limited to those items on the agenda.

5. EXECUTIVE COMMITTEE

- The Executive Committee comprises President, Vice-President and up to eight other members.
- The non voting Secretary and Hon. Treasurer shall be ex officio making 10 members in all.
- Membership of the committee will be elected at the annual general meeting.
- The quorum shall be four voting members attending in person.
- Voting shall be as at the Annual General Meeting.
- The Executive Committee at its first meeting after the AGM shall elect from amongst its members the President and Vice President of the Chamber.
- The Executive Committee shall, in consultation with Chamber members, shall set and manage the philosophy, strategy, policy, and operations using a progressive leadership style.
- The Executive Committee shall recommend annual subscriptions to the AGM.
- External communications, including letters and press releases shall receive prior agreement from three members including the President or in his absence the Vice President, except in exceptional circumstances.