A1 CAMERA CLUB
WESTON SUPER MARE

CONSTITUTION

Author	Season	Issue number	Date
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1. THE CLUB.

1.1 The Club shall be known as.

A1 Camera Club (Weston-Super-Mare).

1.2 The objective of the Club shall be to promote photography as an enjoyable hobby, and to encourage and develop the knowledge and interest of Club Members of all ages and abilities in all aspects of photography.

1.3 The Club shall be affiliated to the Western Counties Photographic Federation; whose parent body is the Photographic Alliance of Great Britain.

2. MEETINGS

2.1 Club Meetings shall be held weekly or at the discretion of the Committee.

2.2 The Club Year shall run from 01 September in one year to 31 August in the following year.

3. OFFICERS.

3.1 The Committee shall consist of the Offices of Chairman, Vice Chairman, Secretary and Treasurer together with such other Officers as may be deemed necessary.

3.2 The Committee may, at its discretion, Co-opt Club Members to fulfil the roles of Competition Secretary, Programme Secretary, Public Relations Secretary, Exhibition Secretary, Membership Secretary and Webmaster should the need arise.

3.3 The Chairman, Vice Chairman and other Committee Members shall be elected annually at the AGM. Should any of the major committee roles (Chairman, Secretary or Treasurer), become vacant between AGM's it may be necessary to convene an EGM to fill that role.

3.4 The Secretary shall be elected to serve for a term of TWO years.

3.5 The Treasurer shall be elected to serve for a term of FIVE years.

3.6 In the event of the Secretary or Treasurer indicating a desire not to stand for re-election at the end of this term, an incoming Secretary or Treasurer shall be elected at the preceding Annual General Meeting to facilitate an orderly handover of duties.

4. COMMITTEE MEETINGS.

4.1 The Committee shall meet a minimum of five times each year.

4.2 The date of Committee Meetings shall be agreed by the Committee or shall be at the discretion of the Chairman or the Vice Chairman.

4.3 Three members of the Committee shall be deemed to constitute a Quorum. These should be the Chairman or Vice Chairman or nominated representative, Secretary or a committee member to deputise and the Treasurer or a committee member able to present the up-to-date accounts on the Treasurer's behalf.

4.4 The Committee shall be responsible for the day-to-day running of the Club.

4.5 The Committee shall be responsible for any changes to the Club or Competition Rules.

5. PROGRAMME.

5.1 The programme will cover a three-year period, each period starting on the 1st September and finishing on 31st August

5.2 The current season shall be a detailed programme of each week's activities, including summer shoots, and is to be adhered to as closely as possible.

5.3 The next season's programme shall be a detailed framework of proposed activities which will be subject to refinement in line with member's needs and wants. This shall include fixed dates for competitions thus enabling timely bookings of Judges and Guest Speakers.

5.4 Season three shall be an open framework with fixed dates for competitions allowing the members to suggest activities for inclusion in the final version.

5.5 The Programme Secretary shall be responsible for the running of the current season’s programme and for the organisation of the programme for the forthcoming season(s).

5.6 Any final decision on the programme shall be the responsibility of the Chairman.

6. COMPETITIONS.

6.1 The Committee shall organise competitions to encourage members’ development and interest in all aspects of photography.

6.2 All competition entries must comply with the current Competition Rules.

6.3 Annual Trophies remain the property of the Club and must be returned to the Competition Secretary at least fourteen days prior to the Annual Awards Evening.

7. CLASSES OF MEMBERSHIP AND SUBSCRIPTIONS.

7.1 Classes of Membership and Annual and Weekly Subscriptions shall be agreed by the committee annually and ratified at the Annual General Meeting and shall be set out in a separate document.

7.2 Annual Subscriptions fall due for payment on the date of the first meeting of the Club Season.

7.3 Annual Subscriptions MUST have been paid in full before the date of the Annual General Meeting to ensure that members retain their right to vote at that Meeting.

7.4 The Committee shall have the power to raise additional funds as may be necessary.

8. MEMBERSHIP.

8.1 The Committee shall at all times, and in particular when considering Applications for Membership, have due regard to its legal obligations as defined in Section 13 hereunder.

8.2 The Committee shall also give due consideration to the comfort of Members attending meetings in the Club's usual meeting place and to their ability to participate fully in Club activities.

8.3 The Committee shall have the authority, exercisable at its sole discretion, to impose an upper limit on the number of persons admitted to Membership of the Club.

8.4 All members must agree to abide by this Constitution, the Club Rules, the Competition Rules and any local Rules applicable to the Club's meeting place and places visited in the course of events and activities.

9. JUNIOR MEMBERS AND MEMBERS AGED EIGHTEEN YEARS AND UNDER.

9.1 Junior Members shall be those Members aged sixteen years and under at the commencement of the Club Year.

9.2 This Section shall also apply to other Members aged eighteen years and under.

9.3 The Committee shall be responsible for the safety and wellbeing of Junior Members and other Members falling within this Section in accordance with guidance from the Western Counties Photographic Federation and the Photographic Alliance of Great Britain.

9.4 The Committee may decide that attendance by such Members at a particular Club activity would be inappropriate.

10. ANNUAL GENERAL MEETING.

10.1 The Annual General Meeting shall be held during the first week in October or on a convenient date agreed by the Committee.

10.2 The date of the Annual General Meeting will be published in the Club programme.

10.3 Proposals for Amendments to this Constitution, and the Club Rules must be notified in writing to the Secretary not less than fourteen days prior to the date of the Meeting.

10.4 Nominations for the election of Officers must be Proposed and Seconded and be notified in writing to the Secretary at least fourteen days prior to the date of the Meeting.

10.5 Nominations must have the prior agreement of the Nominee to serve if elected.

10.6 The agenda shall be published not less than 7 days prior to the date of the Meeting.

10.7 A Quorum at the Meeting shall comprise; -

- Forty per cent of the paid-up Membership which shall include.
- A minimum of three of the Officers of the Club, i.e., Chairman or Vice Chairman, Secretary and Treasurer (or suitable representatives as described in section 4.3), together with
- A minimum of one other Member of the Committee.

10.8 In the event of insufficient Members being in attendance to establish a Quorum under the provisions of Clause 10.7, then the number of Members who have formally tendered their Apologies for Absence shall be considered to establish a Quorum.

10.9 Voting at the Meeting shall be by a simple show of hands.

10.10 Where absent Members included in the Quorum in accordance with the provisions of Clause 10.8 have indicated their desire to vote in favour of, or against, all or any of the Proposals, then their votes shall be taken into consideration.

In the event of a tied vote the Chairman shall have the casting vote.

11. EXTRAORDINARY GENERAL MEETING.

11.1 The Committee or any two Club members may call an Extraordinary General Meeting.

11.2 The Committee or those members calling the Meeting must notify all members in writing not less than fourteen days prior to the date of the Meeting giving full details of the reason for the Meeting.

11.3 Clauses 10.7 to 10.12 above shall apply to an Extraordinary General Meeting.

12. MINUTES OF ALL MEETINGS.

12.1 The Secretary shall be responsible for recording in the Minutes the proceedings of all Club Meetings, which shall include the Annual General Meeting, any Extraordinary General Meeting and Committee Meetings.

12.2 The Minutes shall be circulated to all Members or to Committee Members as appropriate after such Meetings.

12.3 In the absence of any objections, the Minutes shall be formally accepted at the next Meeting and signed by the Chairman or Vice Chairman.

12.4 The Secretary shall be responsible for holding copies of all Minutes.

13. STATUTORY LEGISLATION.

13.1 The Committee shall be responsible for ensuring compliance with all Statutory Legislation in respect of the Club's usual meeting place, particularly but not exclusively, the Fire Precautions Act 1971 and the Health and Safety at Work Act 1974 and all Regulations made thereunder.

13.2 The Committee shall be responsible, in consultation with others holding similar responsibility, for ensuring compliance with all the requirements of the Fire Certificate issued by the Fire Safety Officer under Fire Precautions legislation, in so far as such requirements may relate to the Club's usual meeting place and in particular any limits imposed as to the number of persons permitted to occupy those premises.

13.3 The Committee shall be responsible for ensuring that a Risk Assessment is carried out in respect of the Club's usual meeting place under Health and Safety at Work legislation and the Committee shall be responsible for reviewing the Risk Assessment periodically as may be appropriate.

13.4 The Committee shall be responsible, in consultation with others holding similar responsibility, for ensuring that all actions arising out of the Risk Assessment are resolved without delay.

13.5 The Committee shall be responsible for taking all reasonable steps to ensure the safety of its members attending other events and activities.

13.6 The Committee shall be responsible for the protection of members' data in accordance with the General Data Protection Regulations (GDPR).

14. CREDITORS.

14.1 All creditors shall be paid without delay.

14.2 In the event of the club being disbanded, all assets shall be sold, and any creditors paid without delay.

14.3 Any residue shall be divided between the paid-up members at that date based on one share for each year of membership.

15 DOCUMENTATION MAINTENANCE

15.1 The Club Constitution shall be reviewed annually by the Committee and amended as necessary before being ratified at the AGM and signed off by the incoming Chairman.

15.2 All other documents shall be reviewed by the Committee and amended as necessary. These documents do not require to be signed off, but a record shall be kept of all changes.

15.3 The Secretary shall be responsible for holding the signed copy of the Club Constitution, see Clause 15.1 above, and for holding digital archive copies of all club documentation including minutes of meetings and correspondence. A second (backup) copy of these digital files shall be held by the Chairman.

A. C. Stringer

Chairman

A1 Camera Club

13 October 2026