



THE OLD RIPONIANS' ASSOCIATION (ORA)

Constitution and Rules

This constitution supersedes all previous versions and was adopted at the Annual General Meeting on the 19th December 2015.

1. Title

The name of the Association shall be "The Old Riponians' Association" (herein called "the Association").

2. Objectives

The objectives of the Association shall be:

- a. To promote the interests of Ripon Grammar School and the Association.
- b. To provide a link between the Members of the Association and the School.
- c. To facilitate social contact between Members of the Association.
- d. To raise funds to support the School's initiatives.

The powers of the Association shall be as laid down in this document.

3. Centre

The centre of the Association for the purpose of organisation and the control and direction of its affairs shall be in the City of Ripon.

4. Membership

a. Ordinary Members

All former students and former members of the staff employed directly by Ripon Grammar School and the former Ripon Girls' High School shall be eligible for ordinary membership of the Association.

By enrolling into the Association emailing list, all Students and Staff leaving the school shall be eligible for Ordinary Membership of the Association.

Any ordinary member shall, upon ceasing to be a member of the Association, forfeit all right to and claim upon the Association, its property and funds.

b. Honorary Members

The Headmaster and all present permanent members of staff employed by the school and the Governors of the school shall be Honorary Members of the Association.

Honorary members shall be entitled to all the privileges of the Association, but shall not claim any share of the property of the Association in the event of its dissolution.

c. Associate Members

Associate Membership is available to family members of former students.

The membership rights are those of an ordinary member but this excludes the rights to vote on Association issues or serve as an Officer on the Association's Committee or as a Trustee or claim any share of the property of the Association in the event of its dissolution.

5. Application for Membership

Applications for membership of the Association shall be made in writing, or by email via the Association's website to the Secretary of the Association.

6. Register of Members

The Secretary shall keep a register of the names, email addresses and postal addresses of members of the Association. All members shall inform the Secretary of any change of address.

All notices posted or emailed to members at the address recorded in the register will be considered to be duly served three days after posting.

7. Officers

The Officers of the Association shall be the President, the Secretary and the Treasurer.

8. Committee

- a. The Committee shall consist of the three Officers of the Association, a senior member of the Teaching Staff, together with up to **six (6)** members elected by the Association at the Annual General Meeting. All these members shall be eligible to vote on Committee matters and at General Meetings.
- b. Membership of the Committee is for a period of **three (3)** years after which time the elected member shall retire. Retiring members shall be eligible for re-election.
- c. The Committee shall have the power to co-opt additional members; persons co-opted shall be non-voting members.

9. Elections

- a. Nominations for Officers and Committee members shall be made at the Annual General Meeting
- b. Whenever there is more than one nomination for a particular office, an election shall be held.
- c. Members elected as Officers or Committee members shall be Ordinary or Honorary members of the Association.
- d. The election of all Officers and Committee members shall take place annually before 31st December and those elected shall take office from the 1st January.

10. Financial Year

The financial year of the Association shall be from the first day of October to the last day of September.

11 Accounts

The Treasurer shall keep proper accounts of the funds of the Association and all dealings therewith, and shall prepare a Balance Sheet and Statement of Accounts at the end of each financial year.

12. Meetings of the Association

- a. There shall be an Annual General Meeting of members at least once a year on a date to be fixed by the Committee.
- b. At the Annual General Meeting the Balance Sheet and Statement of Accounts shall be presented for adoption, and an annual report will be given.
- c. The Committee may at any time and for any special purpose, call an Extraordinary General Meeting and in addition they shall do so forthwith upon a requisition in writing from **eight (8)** voting members stating the purpose for which the meeting is required.
- d. A list of members attending meetings of the Association and minutes of all meetings shall be held by the Secretary. The minutes after approval by the subsequent annual general meeting will be published on the Association's website.
- e. At all General Meetings a quorum shall be at least **eight (8)** voting members.
- f. Rules for Meetings of the Association:
 - i. Every resolution must be signed by a proposer and seconder and must reach the Secretary not less than **ten (10)** days before the meeting.
 - ii. The President of the Association shall have the power to add additional business to the agenda and to determine its place thereon.
 - iii. No resolutions may be presented without due notice as in paragraph (i) except with the permission of **two-thirds** of the members present.
- g. At least **fourteen (14)** days notice of any General Meeting shall be given to all members.

13. Committee Meetings of the Association

- a. Committee Meetings shall be convened by either the President or Secretary. **Seven (7)** days notice of meetings must be given to every member of the Committee. Emergency Committee meetings may be called by the Secretary at the request of any **three (3)** members of the Committee. The objects of such a meeting must be stated and the business confined to the objects so stated. The minutes of all Committee meetings shall be held by the Secretary.
- b. Questions arising at the Committee meetings shall be decided by a **majority** of votes. If necessary, the President shall have the casting vote.
- c. The quorum for all Committee meetings shall be **four (4)** members, all of whom are entitled to vote.

14. The Trustees of the Association

The control of the property of the Association (The Memorial Field) shall be vested in the Association's Land Holding Trustees.

They shall consist of a Chairperson and at least **three (3)** other members of the Association who are not Officers of the Association. They shall be elected by the Association's Committee and shall hold office until death or resignation unless removed from office by resolution of the Committee and/or by Members at an Annual General Meeting.

Where necessary, if any Trustee is unable to act and carry out the duties of a Trustee, or if the number falls below **four (4)**; a new Trustee will be appointed as above by the Association's Committee, by the execution of a Deed of Trust.

The Trustees shall be responsible for dealing with the property of the Association, which is the Memorial Field at the school.

The Trustees' responsibilities include:-

- i. Every three years; to renegotiate the rent paid to the Association by the North Yorkshire County Council (NYCC) for the Memorial field.

(These negotiations are scheduled for 2019, 2022, 2025, 2028, and 2031)

- ii. Renewing the lease for the Memorial Field every 21 years with NYCC.

(Note: the current lease runs to 2033)

The Trustees will be indemnified against risk and expense of all actions they undertake on behalf of the Association.

All the other assets of the Association, (eg the monies in the Association's bank accounts) shall be under the control of the Treasurer.

15. Newsletters

Members shall receive copies of the Association's and School's Newsletters by email or post at such times as shall be decided by the Association's Committee.

16. Alterations to the Constitution and Rules of the Association

Alterations shall be made only by resolution of any Annual or Extraordinary General Meeting of the Association. **Twenty one (21)** days notice of any alterations shall be given to the Secretary and such resolution must be passed by at least **two-thirds** of the members present and voting at the meeting.

17. Acceptance of Rules

Every member shall be bound by and subject to the rules of the Association for the time being in force.