

THAMES VALLEY IVC STANDING ORDERS FOR GENERAL MEETINGS

I. AUTHORITY

The authority of these Standing Orders lies in the Constitution of the Thames Valley Inter Varsity Club, hereafter referred to as "the Constitution".

2. PURPOSE

The Standing Orders are designed for the Regulation of General Meetings, laying down rules for conduct of the business.

3. REVISIONS AND CHANGES

Standing Orders may be revised or changed by a simple majority of Members present at a General Meeting of the Club. A Motion to amend the Standing Orders may be introduced without notice being given in the Agenda for the Meeting. All revisions or changes in Standing Orders shall have immediate effect.

4. CONDUCT OF GENERAL MEETINGS

4.1 The Chairman, Committee and all Members of the Club shall observe all provisions of the Constitution in the convention and conduct of such Meetings.

4.2 The Chairman shall direct the work, ensure the observance of Standing Orders, accord the right to speak, put questions to the vote. The decision of the Chairman is final unless challenged by two thirds of the Members present.

4.3 The Chairman shall permit the proposal of only those Motions and Amendments which have been submitted in accordance with the Constitution and may allow the following Motions to be made without notice in order of precedence shown

4.3.1 A point of order

4.3.2 A point of information

4.3.3 A Motion to suspend or reinstate a Standing Order

4.3.4 A Motion to amend a Standing Order

4.3.5 A Motion for the adjournment

4.3.6 A Motion to proceed to the next business

4.3.7 A Motion to refer any matter back to the Committee for examination

4.3.8 A Motion that the question now be put

4.4 A point of order shall be taken immediately it is brought to the notice of the Chairman. A point of order must not introduce new business. A point of information may be declined by the speaker.

4.5 When a Motion that the question now be put has been moved and seconded, the Chairman has discretion to accept it or not.

4.6 If an Amendment to a Motion is moved no further amendment shall be moved until the original Amendment has been disposed of. Amendments may be moved only on the Substantive Motion, as tabled or as amended subsequently.

4.7 The Chairman will call upon the Proposer of a Substantive Motion to speak to the Motion for up to five minutes. Other speakers may then be called on that Motion. The Chairman will call upon the Proposer to speak for up to two minutes as a summary at the end of the discussion. After which no further speeches may be taken and the question must now be put.

4.8 Any alteration to the Constitution, any Motion to suspend a Standing Order, shall require the affirmative vote of two thirds of the Members present and voting. All other Motions and Amendments shall be decided on a simple majority of those Members present and voting.

4.9 The Election of Club Officers and Committee Members and Auditors shall precede the consideration of the Substantive Motions and Amendments.

4.10 All nominations for election to the Committee shall be in accordance with any requirements as to such nominations set out in the constitution except that the provisions for written nominations may be waived

(a) In the absence of written nominations for the post; and

(b) Not fewer than two thirds of the Members present agree to such a waiver.

In such cases the Chairman shall accept nominations from the Meeting.

5. ELECTIONS AND VOTING

5.1 Every full Member of the Club is entitled to one vote in any Election or upon any Motion debated at a General Meeting.

5.2 In the event of a tied vote on a Motion debated before a General Meeting the Chairman shall have a second deciding vote on the matter.

5.3 In the event of a tie in an Election for any Committee post, the Chairman shall declare a tie.

In such an event a further election shall be held immediately, amongst only those candidates whose votes were tied.

If the result is still tied, the candidates will be asked to leave the room and the Election shall be decided on a show of hands.

5.4 In a contested election the proposer of any candidate may be called upon to speak briefly on the merit of his candidate.

5.5 All changes in the Constitution shall be notified to all members in accordance with any provision set out in the Constitution.

6. ACCOUNTABILITY

The Chairman is responsible to the General Meeting of the Club for the successful management of the affairs of the Club.