



# The Cambridge University Punting Society ("The Granta Rats") Constitution

## 1. NAME

- 1.1 The name of the Society shall be "The Granta Rats" hereinafter referred to as "the Society".
- 1.2 Wheresoever it is deemed appropriate, desirable or in the interests of the Society to do so, the Society and its members shall use the name "The Cambridge University Punting Society" to refer to it.

## 2. OBJECTS

- 2.1 The Society's aims shall be to promote non-competitive pleasure boating and outdoor swimming.
- 2.2 In pursuance of its aims the Society shall predominantly organise meetings for boating and swimming, and work to make these activities in general accessible and affordable for its members. The Society shall also host social and informational events as appropriate to the Society's aims. The Society shall support the conservation of the River.
- 2.3 The Society exists neither as a competitive sports club nor as a drinking society. (See further the Society's Alcohol Policy.)
- 2.4 The principal object of the Society shall be to facilitate the activities outlined in 2.1, but all participants undertake these activities at their own risk.

## 3. MEMBERSHIP

- 3.1 Membership of the Society shall be open to all members of the University who have an interest in the aims outlined in 2.1.
- 3.3 There shall be an annual fee for membership which shall be determined annually by the Executive Committee and subject to confirmation at the next General Meeting of the Society.
- 3.4 The Society may offer Honorary Membership, without conferral of voting rights at General Meetings or in elections, to anyone it sees fit on such terms as may be decided by the Executive Committee.
- 3.5 Where an Honorary Member is deemed to have contributed greatly to the Society, he or she may be elected for life (during good behaviour) to the honorary position of "Admiral" by a General Meeting of the Society.
- The Executive Committee may expel any member from the Society whose conduct seems likely to bring the Society into disrepute. Such expulsion shall be subject to confirmation at the next General Meeting of the Society.
- 3.5.1 It is herein advised that the committee shall take notice of any conduct or behaviour exhibited by members or non-members bearing club insignia as they shall of any participants of events associated or identified with the Society.

#### 4. THE EXECUTIVE COMMITTEE

4.1 The day-to-day management of the Society's affairs shall be in the hands of the Executive Committee.

4.2 The Executive Committee shall consist of a President (to be known as the Commodore), a Secretary, a Junior Treasurer (to be known as the Purser), a member to be known as the Toad, whose role is outlined in 4.6.4, and a Web Master, all of whom shall be elected by a quorum of members as in 4.3.

4.2.1 In addition there shall be a Senior Treasurer, who shall be a resident member of the Senate or other person approved by the Junior Proctor. The Senior Treasurer shall be appointed by the elected members of the Executive Committee and shall be ex officio a member of the Executive Committee.

4.2.2 There shall also be a Freshers' Representative, who shall be an undergraduate member of the University in their first year. The Freshers' Representative shall be appointed by the elected members of the Executive Committee on grounds of notable enthusiasm for and involvement in the Society.

4.3 Voting in elections shall be by secret ballot, by Single Transferable Vote. At least 14 days' written notice shall be given to members before an election.

4.3.1 Candidates for election to office shall be members of the Society other than Honorary members, and must be proposed and seconded by two other members.

4.3.2 The election of the Commodore, Secretary, Purser, Toad, and Web Master shall be open to all members except Honorary members, with a quorum of six members.

4.4 A majority of the members of the Executive Committee shall be full-time undergraduate or postgraduate students of the University.

4.5 Meetings of the Executive Committee shall be chaired by the Commodore. If the Commodore is not present, the remaining members shall elect a chairperson for that meeting. The quorum for a meeting of the Executive Committee shall be four members and a written record of each meeting shall be kept.

4.6 The functions of the elected members of the Executive Committee shall be as follows:

4.6.1 The Commodore shall have overall responsibility for the day-to-day running of the Society, for arranging meetings and events, and for the public presentation of the Society. They shall chair most Committee meetings and General meetings of the Society. They shall write and present the annual report at the AGM

4.6.2 The Secretary shall write and circulate notice of meetings and events, write and circulate minutes from Committee meetings and General meetings, shall ensure that the mailing list is up to date, and shall generally handle the Society's correspondence. They shall also attend to advertising and publicising the Society.

4.6.3 The Purser shall keep the Society accounts and keep account of the incomings and outgoings of the Society. They shall collect membership fees and other payments to the Society, and shall manage payments made by the Society. They shall maintain the Society's bank account. They shall provide a record of the Society's accounts to the Senior Treasurer for inspection.

4.6.4 The Toad shall be a person of good standing in the Society, having been present at numerous meetings of the Society and shown themselves to be of good character. They shall look to the support and well-being of Society members, and to the aims and character of the Society as an institution. They shall serve a quasi-ceremonial role, e.g. by giving speeches at major events of the Society and at presentations of awards. It is encouraged that they be of eccentric temperament and habits.

4.6.5 The Web Master shall maintain the Society's website and ensure that it is up to date. They shall likewise maintain and update any other internet pages managed by the Society (e.g. on Facebook).

## **5. GENERAL MEETINGS**

5.1 The Society shall hold an Annual General Meeting (AGM) during each Academic year. The AGM shall be held in Cambridge during Easter Full Term. All members, other than Honorary Members, shall be entitled to attend and vote at any General Meeting. At least fourteen days written notice shall be given to members before the AGM.

5.2 The AGM shall approve Minutes of the last General Meeting and the Society's Accounts for the preceding year, and conduct such other business as is necessary.

5.3 Prior to all general meetings notice of the agenda shall be sent out with notice of the meeting.

5.4 Every motion at a General Meeting shall be proposed and seconded by two members.

5.5 An Extraordinary General Meeting (EGM) may be held at any time during Full Term. It shall be held in Cambridge and may be called by the Executive Committee or at the written request of at least ten members. Seven days written notice shall be given to members before an EGM is held. An EGM shall have the same powers as an AGM.

5.6 The Commodore shall take the Chair at any General Meeting. In the absence of the Commodore, the meeting shall elect a Chairperson for that meeting. A written record of every General Meeting shall be kept.

5.7 If fourteen days. notice has been given to members, the quorum for the General Meeting shall be six. However, if only six days. notice has been given, the quorum shall be twelve.

## **6. FINANCIAL MATTERS**

6.1 The Society shall maintain a banking account with a suitable Bank or Building Society to hold the Society's funds.

6.2 It shall be the responsibility of the Purser to ensure that monies received are properly accounted for and that the Society's financial records are kept in good order.

6.3 The Senior Treasurer shall make arrangements for the Society's Accounts to be properly audited, either by himself or herself, or by some other person approved under University Ordinances.

6.4 The Senior Treasurer shall not be liable for any financial debt or other obligation of the Society unless he or she has personally authorised such a debt in writing.

6.5 For so long as the Society shall be Registered with the Junior Proctor, it shall be the duty of the Executive Committee to ensure that the Society complies with the requirements for Registration as a University Society.

## **7. CHANGES TO THE CONSTITUTION**

7.1 The Constitution may be amended at a General Meeting.

7.2 Any alterations to the Constitution shall be passed a three quarters majority of the Executive Committee, and ratified by at least a two thirds majority at a General Meeting.

## **8. DISSOLUTION**

8.1 The Society may be dissolved at a General Meeting provided that at least twenty-one days written notice of the intention to dissolve the Society has been given to the members. At least three quarters of those present and voting at the General Meeting must vote in favour of the motion for Dissolution for it to be effective.

8.2 Any motion for Dissolution of the Society shall provide that assets remaining after all liabilities have been met shall be transferred either to the Societies. Syndicate for the benefit of other University societies with an interest in any or all of the Society's aims as stated in 2.1 and 2.2.

# Schedule 1

## Amendments to the Constitution

**First Amendment:** Inserted Article 1.2, to allow the use of the name “Cambridge University Punting Society.

**Second Amendment:** Amended Article 4.2, to allow for the appointment of a Freshers' Representative.

**Third Amendment:** Inserted Article 3.5, to allow for the election of Admirals.

**Fourth Amendment:** Deleted Article 3.6, to remove the requirement for membership cards separate from the University Card.

# Schedule 2

## Elections to Honorary Membership

**Edmund Howard** – Co-founder and first President (also elected Admiral)

**James Wenn** – Co-founder and first Toad