Durham Masonic Caravan and Camping Club

Secretary
George Slater
7 Bute Drive
High Spen
Rowlands Gill
Tyne & Wear
NE39 2DP
Telephone: 01207 549994
Mobile: 07876 590660
gslater@gcslater.co.uk

Chairman
Alan Foggin
9 Foster Road
Penrith
Cumbria
CA11 7PD

Telephone: 01768 899731
Mobile: 07734 556173
Alan339@sky.com

Treasurer
Brian Fiske
3 Therby Close
Oakfield Lodge
Darlington
County Durham
DL3 0GS
Telephone: 01325 257994
Mobile: 07837 563627
fiskebriankeith@aol.com

Constitution, Rules and Code of Conduct

To Be Approved at AGM on 27th February, 2011

1) **Name**

i) The club shall be called the "Durham Masonic Caravan and Camping Club".

2) **Object**

i) The object of the club shall be to further the interests and enjoyment of Freemasons in the pastime of camping and caravanning by organised rallies with allied activities encouraging and promoting recreation. All activities of the Club are to be in accordance with the Caravan, Caravan Towing, Countryside and Coastal Codes.

3) **Annual General Meeting**

i) A meeting shall be held every year to transact the following business.

(a) To consider and if approved, to adopt a statement of the clubs account to the end of the preceding year.

(b) To consider and if approved, sanction any duly made alterations to the rules.

(c) To deal with any specific matter which the Committee desires to put before the members.

(d) To elect the following Officers

1. Chairman
2. Secretary
3. Treasurer
4. Vice Chairman
5. Rally Officer
6. Scrutineer(s)
7. Any other Officers or Committee Members which the members deem desirable.

(e) Receive suggestions from members for consideration by the Committee.

(f) The date and location of the General Meeting shall be determined by the Committee and notified to the membership by the Secretary in writing not less than 3 weeks before the meeting.

(g) Nominations for any office may be given verbally at the AGM provided the nominee is present and assents to the nomination. If a nominee is not present, prior written assent must be lodged with the Secretary. Any member and/or his wife/partner shall be eligible for nomination as an officer or Committee member.

(h) A paid up member and his wife/partner shall have one vote each.

(i) All Officers shall hold office for two years. The offices of Chairman, Secretary and Scrutineer(s) shall be elected in odd years whilst the offices of Treasurer, Vice Chairman and Rally Officer shall be elected in even years. If a position falls vacant in a year other than the normal year of election then the appointment will be for one year. All officers and Committee members are eligible for re-election on completion of their term of Office.

(j) The Chairman shall preside at the General and Committee Meetings. In his/her absence the Vice Chairman will preside and in his/her absence another member may be appointed by consent of those present to chair the meeting.

(k) Alterations to the Rules

1. Precise details of the change and/or wording must be submitted to the Secretary in writing 6 weeks before the AGM

2. The Secretary must circulate details to all members in writing not less than 3 weeks before the AGM

3. The changes will be debated and voted on at the AGM. A majority of two thirds or more of those present shall be required to carry the action.

(l) In the event of the club ceasing to function, the Committee shall wind up the affairs and hand over the remainder of the funds to the Provincial Grand Master for him to deposit in a Masonic Charity of his choice. Equipment donated to the club shall be returned to the donors.

4) **Membership**

i) Any Freemason in good standing and a member of a Lodge recognised by the United Grand Lodge of England is eligible for membership, on the payment of the appropriate membership fee which has been agreed at the AGM.

ii) On the death of a member their wife/partner may continue their membership should they so wish.

iii) Membership will run from 1st January to 31st December each year. Any member applying after the end of June will be subject to a half membership fee.

iv) Membership must have been applied for and granted prior to attending an event.

v) Both the individual and DMCCC will enter into a membership agreement with the intention that it is to run its full course, although there may be genuine reasons why an individual does not wish to remain a member full term.

vi) Arrangements to give prospective members a chance to see what DMCCC is like by inviting them to attend a meeting organised by DMCCC, even with the intention that the member can become a permanent member if he likes the organisation, is not allowed, nor are guests staying in their own caravans for all or part of a meeting.

vii) Attendance at DMCCC rallies encompasses the members' wife/partner, children and grandchildren.

viii) Meetings organised by members of one organisation for the benefit of the members of several organisations ("joint rallies") are not allowed with the exception of affiliated clubs (see 4 ix following)

ix) Affiliation to other Masonic Caravan & Camping Clubs: The Durham Masonic Caravan and Camping Club is affiliated to the following Masonic Caravan & Camping Clubs for the purposes of joint recreation which may involve rallying together at meetings organised by either club.

(1) Nottinghamshire Masonic Caravanners Association (Exemption Certificate No. 192)

x) The Officers of the Club are authorised to enter into discussions with other exempt Masonic Caravan & Camping Clubs with the aim of agreeing joint affiliation between clubs and if successful may enter the name of the club in paragraph 4ix) without recourse to an AGM or EMG, ie the provisions of paragraph 3i)k

5) Code of Conduct

i) ***Meetings***

(a) Any site or part of a site on which a rally is held shall be used only by the members of the DMCCC. Membership must be applied for and granted in advance of the rally.

(b) The club may use a site for a meeting of its members lasting not more than 5 days, provided that:

1. DMCCC has made the arrangements, and
2. the meeting is under the supervision of a named member of the DMCCC appointed as Rally Marshal for that purpose.

(c) The Rally Marshal is responsible for the conduct of the rally and for ensuring that members comply with the code of conduct and rules. In the event of a member or visitor breaching the code or club rules, the Rally Marshal is authorised to request such a person to remove his caravan or tent (unit) from the site and thereupon the Rally Marshal shall report the matter immediately to the Committee for such action as shall be deemed necessary.

ii) ***Venues***

(a) Officers of DMCCC will take reasonable steps to satisfy themselves that the site proposed for a meeting is not one which is the subject of an order under paragraph 13 of Schedule 1 (The Caravan Sites and Control of Development Act 1960), or an article 4 direction, nor one for which planning permission has been refused or where enforcement action has been taken.

(b) DMCCC will seek the agreement of the local authority before meeting on sites adjacent to sites for which planning permission has been granted.

(c) DMCCC will not meet on sites operating under paragraph 5 of Schedule 1 to the 1960 Act ("certified locations" or "certified sites") or on sites adjacent to them, unless the proposed site is clearly differentiated and the risk of interference with local people and other users is minimal.

(d) DMCCC will take care that the siting of units does not unduly interfere with the activities of local people, their privacy or their enjoyment of their property. DMCCC will also take care that the siting of units does not interfere with the enjoyment of others of the landscape, natural beauty or nature conservation value of the area and particularly in areas designated for their landscape or wildlife qualities.

(e) DMCCC will avoid over-use of any venue and will not hold successive meetings at the same land.

(f) DMCCC will agree to move from and avoid any site to which the Local Authority objects

iii) Nuisance

(a) Local People should be able to carry on their normal activities when meetings are in progress, and the Rally Marshal will take ensure that disturbance is minimised. DMCCC will take seriously any complaints that are received. Any complaint will immediately be reported to the committee who will arrange for a full and thorough investigation to be undertaken and, where necessary, steps will be taken to deal with the causes of the complaint. The outcome of the investigation will be communicated to the complainant.

(b) Members shall take care not to damage the site or surrounding locality. Trees, fences, buildings, equipment and stock should be respected.

(c) Domestic animals belonging to members should be kept on a lead, under close control. They should not be allowed to run loose on the site or cause disturbance to local people or animals. They should be exercised away from units and parts of the site used for communal activities and any mess should be picked up.

(d) The Rally Marshal will identify an open space suitable for games which might otherwise intrude on or constitute a danger or annoyance to caravanners and campers or others on or around the site.

(e) Noise should be kept to a minimum for the comfort of other caravanners and campers on the site as well as people who live or work nearby.

(f) All members shall be responsible for the conduct and safety of their family and guests when on the rally.

iv) Road Safety

(a) The Marshal will take reasonable steps to ensure that travel from major roads to a proposed site is not likely to cause undue disruption to or difficulties for local people and road users. He or she will also take reasonable steps to ensure that access to the proposed site is suitable for the number and likely size of units attending the meeting. The arrival and departure of caravans should be arranged to minimise disruption to other road users.

(b) The speed limit on the site shall be 5 miles per hour. Only fully qualified licensed drivers are allowed to drive vehicles on the site and under no circumstances are driving lessons permitted on site.

v) Spacing and Density

(a) Every member shall report to the Rally Marshal on his arrival with his caravan or tent before pitching. Each van and towing vehicle must be placed on the pitch indicated by the Marshal. Following guidance from ACCEO, A minimum space of 6 metres in any direction between units (including any form of awning) will be maintained to act as a fire break and to ensure a clear access route for emergency vehicles to any unit on site. Caravans and tents will be kept separate

vi) Fire Precautions

(a) Open fires and barbecues are not permitted except with the permission of the Rally Marshal. Where permission is given for open fires or barbecues, the should be sited on open ground, away from caravans, tents, awnings, vehicles and any other structures.

(b) Members should at all times make provision for a suitable, British standards Institute approved fire extinguisher within their unit. Recommended are Halon Gas or CO_2 both of which smother the fire without damaging furnishings or equipment. A fire blanket, 1 metre square is also ideal for small fires. It is extremely important that everyone on the rally knows exactly what to do in the event of a fire, and how to operate the extinguishers.

vii) Chemical Toilets and Waste Water Disposal

(a) DMCCC is conscious of its responsibilities with regard to the need to safeguard water supplies and prevent pollution of rivers and streams when it comes to the disposal of the contents of chemical toilets and waste water and will act accordingly.

(b) The Rally Marshal will ensure that the onsite disposal of the contents of chemical toilets and waste water will be in accordance with the arrangements agreed with the site owner/occupier. Neither will be allowed to foul the ground except at designated disposal points. If there is any doubt about the disposal of waste, the Rally Marshal will contact the relevant Local Authority for clarification/advice.

viii) Refuse Disposal

(a) Members should remove their own refuse or dispose of it in accordance with on-site arrangements. The Rally Marshal

will satisfy him/herself that appropriate arrangements are in place.

(b) The Rally Marshal should ensure that the site is clear of litter following the rally.

ix) Other Information

(a) The Rally Marshal should also be aware of the terms of the Caravan Code, the Countryside Code and the Coastal Code.

(b) Whilst the club does hold Public Liability Insurance, members should ensure that the have adequate insurance cover to meet any eventualities.