

These Club Rules shall be read in conjunction with the Memorandum and Articles of Association of the Company (Club), which themselves provide various conditions and regulations for the conduct and management of the Club as a limited company, in accordance with the Companies Acts. If there is deemed any conflict between these Club Rules and the Articles of Association, then the Articles shall prevail.

THE COMPANY		
1	Title	The name of the Company hereafter referred to in these rules as the "Club" or "SBMC" shall be Sporting Bears Motor Club Limited
2	Objectives	<ol style="list-style-type: none"> 1. Support UK based Children's Charities or good causes 2. Provide a fun, inclusive and involving club for all its members whilst fundraising around the country and abroad 3. To increase the club's presence and membership in order to run more charitable events 4. Bringing products and services to our online shop with special prices for members, and 100% of the profits going to the charity fund
3	Donations to Charities	SBMC will support UK based children's charities or good causes, except where a tour or event is organised outside the UK, in which case a charity local to that event may be supported.
LEGAL AND CONSTITUTION		
4	Constitution	The Club shall be registered at Companies House as a Company Limited by Guarantee, registered number 09978042.
5	Club Address	The Club's registered address shall be agreed by the Committee and published on the Club website and relevant documents.
6	Use of Club Name & Address	The name and address of the Club shall not be given by a member as their address for trade, advertising or business purposes or in connection with any legal proceedings.
7	Use of The Club Logo and Dream Rides	Sporting Bears Motor Club and Dream Rides are registered as word marks and the bear in the car as an image mark. To avoid their misuse committee sanction is required before the Club's registered marks may be copied.
8	Observance & Interpretation of Rules	Every member binds themselves to abide by the Rules of the Club, and also by any modifications thereof made in conformity with such rules, and also to accept as final and binding the decision of the Committee in all cases of dispute or disagreement as to the interpretation of these Rules.
9	Alteration of Rules	Any alterations may be made to these Rules by a General Meeting provided: (a) That details of the proposed alteration or alterations are presented at least one calendar month prior to the General Meeting and,

		<p>(b) That the resolution proposing such alteration is carried by two thirds of those present or if requested by 6 members the resolution may be decided by a poll as per Rule 22.</p> <p>Members shall be advised of any agreed alterations to the Rules through the Club's media outlets</p>
10	Copies of Rules	<p>Every member shall be furnished with a link to a copy of the Club Rules and regulations on joining the Club.</p> <p>A copy of the rules shall be published on the Club website.</p> <p>Members may print a copy of the rules, or request a copy from the Membership Secretary if unable to print.</p>
11	Dissolution	<p>The Club may be dissolved by a Special General Meeting convened by direction of the Committee, or on the requisition of the majority of the members.</p> <p>If the resolution of the dissolution be duly passed the Committee shall forthwith liquidate the affairs of the Club and if there be any surplus assets on realisation, these shall be donated to a Charity or Charities as decided by the Committee.</p>
MANAGEMENT AND COMMITTEE		
12	Management	<p>The authority and responsibility for the transaction of the business of the Club for its management shall be invested in its Board (hereinafter referred to as the Committee).</p> <p>In addition to the powers and authorities by these rules expressly conferred on them, they may exercise all powers and do all acts in furtherance of the objects of which the Club is established, other than those hereby expressly directed or required to be exercised or done by the Club in a General Meeting.</p>
13	Committee	<p>The Committee shall consist of no less than 6 and not more than 12 members. The Committee shall include the following roles</p> <ul style="list-style-type: none"> • Chair • Treasurer • Secretary • Vice Chair • Charity Secretary • Membership Secretary • Safeguarding Officer • Branding • Archivist • PR and Media • Digital • <p>The roles of Chair, Treasurer and Secretary are fixed and deemed to be the officers of the Club.</p> <p>The other roles are not definitive and can be varied at the Committee's discretion, and will retain the option to include general committee members, being people with specific skills/knowledge as appropriate.</p> <p>The duties of each role are detailed separately.</p>

14	Directors	The Directors of the Company shall be the elected (and co-opted) members of the committee.
15	Election of Committee	<p>Election of Club Officers shall be carried out in accordance with Process document SBMC076 in line with the following</p> <p>The Committee shall be elected at the Annual General Meeting for the period up to and including the next AGM.</p> <p>All post vacancies shall be advertised to members and nominations invited</p> <p>The Committee shall have the power to co-opt to the maximum of 12 members subject to the provisions of SBMC 076</p> <p>The retiring officers and other members of the Committee shall be eligible for re-election subject to nomination.</p> <p>Nominations for candidates to the Committee must be received by the Secretary not less than two calendar months before the Annual General Meeting.</p>
16	Meetings of Committee	<p>The Secretary, either of their own accord or by the direction of the Chairman shall, unless otherwise agreed by all the Committee, give at least 7 days' notice of a meeting.</p> <p>"Virtual" meetings/attendance via the internet are permitted.</p> <p>For a quorum at least 50% of the members must be in attendance.</p>
17	Voting at Committee Meetings	<p>Each Committee member present at a meeting of the Committee shall be entitled to exercise one vote. The Committee shall vote by ballot if any member present so demands.</p> <p>A vote by two thirds of the Committee is needed for the expulsion of a member.</p> <p>The Chair of a meeting does not vote but holds a casting vote.</p>
18	Eligibility	<p>Membership of the committee is only available to members of the Club.</p> <p>Any committee member who resigns from the Club, or fails to renew their membership of the Club, shall be deemed to have resigned as a director and member of the committee.</p>
GENERAL MEETINGS		
19	Annual General Meeting	<p>The AGM of the Club shall be held in the first quarter of each calendar year upon a date, location and a time to be fixed by the Committee.</p> <p>The AGM shall:</p> <ol style="list-style-type: none"> a Receive from the Committee a full statement of accounts duly audited showing the receipts and expenditure for the year ending the previous December. b Receive from the Committee a Report of the activities of the Club during the said year. c Elect the Club Chair, Secretary and Treasurer of the Club. d Elect the remainder of the Committee.

		<p>e Decide on any resolution which may be duly submitted to the meeting as hereinafter provided.</p>
20	Special General Meeting	<p>A Special General Meeting (SGM) may be convened by direction of the Committee or on a requisition to the Secretary stating the business for which the SGM is required and signed by not less than 20 club members.</p> <p>If the meeting so requisitioned is not convened within 60 days, the said 20 members may convene such a meeting.</p> <p>At least 10% of the current club membership shall form a quorum.</p>
21	Agenda	<p>When members wish a matter to be discussed at a General Meeting, the text of such matters signed by at least two members shall be sent to the Secretary at least 14 days before the date of such meetings so that it may be included in the Agenda.</p> <p>A copy of the Agenda shall be posted on the Club website at least 5 days prior to the meeting.</p> <p>The fact that any member has not viewed a copy of the Agenda shall not invalidate the proceedings.</p> <p>Any business, which is not included in the Agenda, shall not be discussed at the meeting unless every member present is in favour thereof.</p> <p>Should the proposer of any motion fail to move a resolution in respect of the relevant item on the Agenda, then any member shall be entitled to do so.</p>
22	Voting	<p>Every person with a right to be present at a general meeting may exercise one vote.</p> <p>The Chair of the meeting shall not vote except in the exercise of a casting vote.</p> <p>At all General Meetings a majority of votes decides a resolution.</p> <p>At a General Meeting any 6 members may demand a Poll, and thereupon the meeting shall be adjourned to a time and place to be named by the Committee Chair and a postal vote or an alternative with the same level of integrity shall be taken of all members of the Club.</p> <p>A poll shall be administered by a person or persons independent of the committee, agreed by all parties.</p> <p>The decision of the members, as shown by such a vote, shall be reported to the adjourned meeting and shall be deemed to be the decision of such a meeting.</p> <p>All ordinary, life and honorary members shall be eligible to vote.</p>
23	Right To Be Present	<p>No one can take part in General Meetings unless they have been duly elected as a member of the Club and have paid their subscription according to these Rules.</p>
24	Virtual Meetings	<p>The Committee may decide to hold any General Meeting as a "virtual" meeting should they deem it necessary.</p> <p>All members are to be informed when a virtual meeting is to be held and to be informed of details of how to join the meeting.</p>

MEMBERSHIP		
25	Eligibility	<p>Persons of not less than 18 years of age shall be eligible for full membership. The members shall consist of:</p> <ul style="list-style-type: none"> a Life Members b Honorary Members c Ordinary Members d Family Members <p>Ordinary, honorary and life members shall be members of the Company.</p>
26	New Members	<p>New members will be admitted to the Club following the receipt of their Membership Application Form and annual subscription by the Membership Secretary.</p> <p>All applications must be made by an individual in their own name. Membership will be confirmed in writing or by email by the Membership Secretary.</p>
27	Life Members	<p>Subscribers of not less than 10 times the annual subscription for the time being may be accepted as Life Members by the Committee and shall be exempt from the payment of the annual subscription.</p>
28	Honorary Members	<p>The Committee may elect as Honorary Members all members of Royal Families and any person distinguished for their political, scientific, literary, industrial and administrative capacities, or who have been distinguished in promoting the cause of motoring in general or of the Club in particular and those agreeing to act as Club Ambassadors or Patrons. This position is exempt from payment of subscription and will be reviewed annually by the committee.</p>
29	Honorary Life Member	<p>The Committee may elect as an Honorary Life Member any current member who, by a majority of not less than 50% of the elected committee, is deemed to have made an outstanding contribution to the Club. This position is exempt from payment of subscription and is bestowed as a lifetime honour.</p>
30	Family Membership	<p>Family membership is available in two categories. The first shall include 2 ordinary memberships and the second shall include 3 or more ordinary memberships.</p> <p>Children, defined as under 18, may be added to your membership record but will not be eligible to be ordinary members.</p> <p>On reaching the age of 18 they should be upgraded to ordinary membership for which an increased fee may be applicable, which will be due on the first renewal date following the 18th birthday.</p>
31	Resignation	<p>Failure to renew Membership within one month of the Final Reminder will be construed as Resignation. Any member ceasing, voluntarily or otherwise to be a member of the Club, shall thereafter cease to have any claim upon the property of the Club or to enjoy any privileges of membership, but they shall remain liable for the payment of any debts due to the Club from them.</p>

32	Expulsion of Members	<p>It shall be the duty of the Committee if, at any time, they shall be of the opinion that the interests of the Club so require, by letter to invite any member to withdraw from the Club within a time specified in such a letter.</p> <p>In default of such withdrawal to submit the question of their expulsion to a meeting of the Committee to be held within 6 weeks after the date of such a letter.</p> <p>Members of the Committee shall be given at least 7 days' notice that a question of withdrawal or the Member whose expulsion is under consideration shall be given at least 7 days' notice of such a meeting and shall be allowed to offer an explanation of their conduct verbally or in writing, and if two thirds of the members present shall then vote for their expulsion they shall thereupon cease to be a member of the Club.</p>
FINANCIAL		
33	Expenditure Approval	<p>All expenditure must be approved in advance of the member committing the Club to that expenditure. Approval shall be given in line with the following rules</p> <p>Up to £250 – Any one of Chair/Treasurer/Secretary Over £250 less than £1000 – Any 2 of Chair/Treasurer/ Secretary Over £1000 – Committee approval</p>
34	Receipts	<p>Any Member receiving money on behalf of the Club is acting as an agent of the Club and as such shall either pay the receipts into the Club's designated account or forward to the Treasurer. In all circumstances details of the receipt (date/payee/amount/reason) shall be sent to the Treasurer</p>
35	Goods & Services	<ul style="list-style-type: none"> a No Member shall buy any goods or services on behalf of the Club on credit. All goods and services are to be paid for in advance or on receipt of the said goods and services. b If goods or services are required to be ordered or purchased for a show, exhibition or any other fundraising event and the money is not available at the time, the organising Members may themselves guarantee or contract with some other person (e.g. the sponsor) to guarantee to stand the cost of such goods or services if this event does not make enough to pay for these costs. c Contracts may only be signed by an officer of the Club (Chair, Treasurer or Secretary).
36	Debt	<p>No Member shall cause the Club to incur any debt whatsoever.</p>
37	Rules & Guidelines Relating to SBMC Charity Collections	<ul style="list-style-type: none"> a Funds collected by members of the SBMC must be deposited into the nominated SBMC A/C as soon as practicable. b Charity donations will be distributed as soon as practicable to the designated children's charity. c The Committee will have the final decision on the allocation of any uncommitted funds. d Two Club Members are to be responsible for an event organisation and its associated charity fundraising. All

		<p>monies are to be checked by at least the same two organising members and a signed financial summary forwarded to the Treasurer within 30 days of the event accompanied by all credit card machine records.</p> <p>e Any monies should be:</p> <p>i. Forwarded to the Treasurer, or</p> <p>ii. Paid into the nominated SBMC A/C and the paying-in slip forwarded to the Treasurer. The slip should clearly show the name of the event at which the monies were raised. The Treasurer shall issue the charitable donation payment by cheque or electronic transfer as approved by the Committee</p>
38	Banking	All monies are to be properly accounted for and banked in the SBMC name by the Treasurer or his nominee to the SBMC account. A temporary account may be used for specific events but MUST be approved by the Treasurer and set up in accordance with the appropriate event guidelines.
39	Subscription	Membership subscriptions are subject to annual review. The Committee shall propose any changes to the subscription amounts to be voted on at the AGM.
40	Payment of Subscriptions	Members will receive notice of their date for subscription renewal
41	Non Payments	<p>Any member(s) of the Club who have not paid their subscription within two clear calendar months of the date on which it became due shall be notified of the fact in writing by the Membership Secretary. One month thereafter any member who has still failed to pay their subscription may, unless sufficient reason is shown to the satisfaction of the Committee, be taken off the Register of Members forthwith.</p> <p>No member whose subscription is in arrears shall be eligible to take part in any competition or event organised by the Club.</p>
42	Accounting Year	The accounting year shall run from 1 st January to 31 st December
43	Statutory Reporting	The Committee will ensure all statutory reporting requirements to Companies House and HMRC are complied with.
EVENTS		
44	Events	<p>All motor events organised by the Club shall, where appropriate, be held under the rules and regulations of MSUK.</p> <p>Any member convicted of any offence arising out of their being in charge of a motor vehicle in any Club event or on Club business shall be subject to the Club's Disciplinary Code.</p>
45	Event Approval	<p>a No Member shall organise any event in the name of the Club without first receiving the approval of a majority of the Committee</p> <p>b A proposal to organise an event must be completed in line with the Event Approval Guide SBMC 059</p> <p>c The Committee will take reasonable care to satisfy itself</p>

		that the event is covered by Public Liability Insurance before sanctioning the event in writing.
46	Event Sponsorship	No Member will accept any sponsorship money as a loan. Sponsorship money will only be taken as a non-returnable gift (unless a written undertaking is received stating that the money will be repaid only if, after paying all costs, the event makes more profit than the sponsorship money).
OTHER		
47	Member Gender	Where the masculine gender is referred to at any point in these Rules, it also relates to feminine, intersex and transsexual persons.
48	Safeguarding Policy	The Club will publish on its website a Safeguarding Policy which will comply with current legislation and the latest Motorsport UK Policy requirements. This policy will be reviewed every 3 years or when there is a change in legislation or in response to any relevant incident. All members will comply with this policy. The Club will appoint a Safeguarding Officer who will attend committee meetings and prepare a report for each meeting.
49	Disciplinary Policy and Prejudicial Conduct	SBMC attend a large number of public and private events around the country carrying out Dream Rides. At these events club members are representing not only the club but also the charities we are supporting and the event organisers. It is therefore important that behaviour towards members of the public, charity and events personnel and fellow Bears is of the highest standard. This applies both at the event location and on the road. Members must refer to the published Disciplinary Code SBMC069
50	Code of Conduct	Whilst members are at any event in any capacity they are representing the club and the charities that are being supported. This means being mindful of the values and ethics of the club as laid out in the code of conduct. Members must refer to the published Code of Conduct SBMC068
51	Regions	The Committee has power to both form, and dissolve, a Region of the Club. Each Region shall have a Regional Organiser (RO). ROs must work within the Club Rules, they shall not be a Director of the Club by virtue of being an RO but shall be entitled to be nominated and elected to become a Committee Member subject to the provisions of rule 13
52	Complaints	Any complaint must be submitted in writing, by post or email, to the Club Secretary, and will be handled via the Club's Complaint Procedures.
53	Equality	We aim to create an environment which respects and welcomes everyone, and in which no form of bullying, harassment, disrespectful or discriminatory behaviour is tolerated by anyone towards anyone. This particularly applies in relation to the 'protected characteristics' named in the Equality Act 2010: Age, disability, gender reassignment, income, marriage or civil partnership status, pregnancy and maternity, race, religion or belief, sex and sexual orientation.