

## Rules under clause 26 for regulating membership of the CIO V2 2022

Amended 12<sup>th</sup> June 2021 through resolutions approved by Members at the 2021 AGM. Rules effective 1<sup>st</sup> January 2022. V2 changes shown in italic with \*.

### Classes of member

Full Membership of the CIO is open to anyone over the age of 16 who is interested in furthering its purposes, and who, by applying for membership, has indicated his or her agreement to become a member and acceptance of the duty of members set out in clause 9(3) of the constitution.

The following classes of membership are available:

- **Adult** (age 16 - 59) – Full member with voting rights
- **Senior** (age 60+) – Full member with voting rights
- **Junior** (age under 16) – non-voting member
- \* **Family 4** (2 adults/seniors plus up to 2 Juniors) – Lead member is a full member with voting rights, linked members are Associate members
- \* **Family 6** (2 adults/seniors plus up to 4 Juniors) – Lead member is a full member with voting rights, linked members are Associate members
- \* **Life** (age 16+) – full member with voting rights – closed to new members 31<sup>st</sup> December 2021. Existing Life members continue as is but will be asked to “renew” annually at zero cost to check their details are up to date.
- \* **Senior Life** (age 60+) – full member with voting rights – closed to new members 31<sup>st</sup> December 2021. Existing Senior Life members continue as is but will be asked to “renew” annually at zero cost to check their details are up to date.
- \* **20 Year membership** – New long term membership available from 1<sup>st</sup> January 2022 – Full member with voting rights
- **Associate** – full time RHDR staff members, non-lead Family members and complimentary members – non-voting members

### \*Flexibility

Members voted at the AGM 12<sup>th</sup> June 2021 in favour of allowing, at trustees’ discretion, flex of subscriptions by +/- 10% based on inflation, matched to the nearest upward unit of £2.50, and to introduce new categories, or retire categories which are no longer economic or appropriate. Any changes made, and the reasons, to be formally approved by members at the following AGM.

## **Voting rights**

The right to vote at any general meeting of members or on any written resolution or by electronic or postal voting or in any manner specified in the Constitution, is limited to full members. Full members are members aged over 16 who are not in arrears with their membership fees or owe any other sums to the CIO. In the case of Family or other joint memberships only the Lead member has the right to vote.

## **Admission procedure**

- (i) applications must wherever possible be made using the form available on the website;
- (ii) applications will be considered by the membership secretary and may be considered by a committee of charity trustees, or at a charity trustee meeting;
- (iii) successful applicants will be notified as soon as possible and no later than 28 days after the application was approved;
- (iv) if an application for membership is refused, the Membership Secretary will give the applicant the reasons for doing so, within 21 days of the decision being taken, and give the applicant the opportunity to appeal against the refusal; and
- (v) the charity trustees (or any committee established for the purpose) shall give fair consideration to any such appeal, and shall inform the applicant of their decision, but any decision to confirm refusal of the application for membership shall be final.

## **Termination of membership**

Membership of the CIO comes to an end if:

- (i) the member dies; or
- (ii) the member sends a notice of resignation to the Membership Secretary or the charity trustees; or
- (iii) any sum of money owed by the member to the CIO is not paid in full within three months of its falling due; or
- (iv) the charity trustees decide that it is in the best interests of the CIO that the member in question should be removed from membership, and pass a resolution to that effect.

## **Before the charity trustees take any decision to remove someone from membership of the CIO they must:**

- (i) inform the member of the reasons why it is proposed to remove him/her from membership;
- (ii) give the member at least 21 clear days notice in which to make representations to the charity trustees as to why he or she should not be removed from membership;
- (iii) at a duly constituted meeting, of the charity trustees, consider whether or not the member should be removed from membership;

(iv) consider at that meeting any representations which the member makes as to why the member should not be removed; and  
(v) allow the member, or the member's representative, to make those representations in person at that meeting, if the member so chooses.

### **Membership fees**

The fees payable will be set by the charity trustees and published in the Marshlander and on the website. Fees may vary between classes of member and may include subscription and any other miscellaneous charges which may be applied for additional administrative costs incurred.

### **Membership years**

Membership lasts for 12 months or 20 years for new 20 year members. 20 year members will be asked to "renew" annually at zero cost (until the 20 years is completed) to check their details are up to date.

If a member resigns after one month of membership they are not entitled to receive any refund on fees paid.

### **Benefits**

The benefits for each class of member are published on the website. The charity trustees may amend (including withdraw) these benefits at any time. The trustees may not remove voting rights from any class of members without the approval of the members in general meeting.

### **Membership cards**

A membership card will be issued to each member, except for such types of Associate Members as may be decided in the future, and must only be used by the member(s) named on the card.

Replacement cards can be provided for lost or stolen membership cards and the charity trustees may charge a fee for this.

### **Membership Information**

A list of members, including their title, name and contact details, date of birth, the date they became a member, payments and the date their membership is due for renewal will be securely kept by the CIO, along with such other data as is in the legitimate interest of the CIO to hold. All data held will be managed in accordance with current regulations, and appropriate policies about the control of data will be published.

## **Renewal**

Members may apply to renew their membership or change class.

Any increase in fees will be notified to members at least 28 days prior to the renewal