

Rules for Branches

Clause I – Name Objects & Area

The Branch is the { } Branch of the Monmouth Constituency Labour Party. The objects of this branch shall be to provide an opportunity for members to participate in the activities of the party within their area. This branch shall cover the wards of { } as decided by the CLP and endorsed by the NEC.

Clause II - Membership

Membership shall consist only of those individual members of the party who are within the curtilage of the branch. CLP officers and elected Councillors for wards in the branch may attend ex-officio. Registered Supporters may attend but not vote.

Clause IV - Officers & Executive Committee

1. The officers of the branch shall be Chair, Vice-chair, Secretary and Treasurer. At least two of the officers should be women.
2. The branch shall appoint two auditors and other functional officers as required. The branch executive shall consist of the officers and, if required, not more than four additional members. Elections for these posts shall be held at the Annual General Meeting.

Clause V - Meetings

1. The Annual General Meeting of the branch shall be held in April of each year. In the event of the annual meeting not being held in that month for any reason it shall be held as soon thereafter as possible. In addition to elections etc it should include conformation of any cheque signatories.
2. 7 days notice of the Annual General Meeting shall be given to the CLP and to all individual members of the branch.
3. The quorum for branch meetings shall be 5 for branches with fewer than 100 members, 8 for branches with more than 100 members.
4. This branch shall raise and hold funds on behalf of the CLP to support activities within the objects of the branch. The financial year of the branch shall end on 31 December each year. A copy of the audited financial statement and the annual report of this branch shall be forwarded to the CLP prior to its Annual General Meeting.
5. Ordinary meetings shall be held as determined by the branch. Special meetings may be called at the discretion of the branch executive or at the written or electronic request of 10 per cent of the members. Minutes and attendance records shall be retained for all meetings.

Clause VI - Miscellaneous

1. The provisions of the constitution and rules of the Labour Party shall apply to this branch. All funds held by the branch are held on behalf of the CLP.
2. The branch shall not have the power to enter into property-related transactions or to employ staff

Agreed and adopted – 19th September 2013.

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