

## **Rules of the Association of British Kart Clubs (2018 Approved)**

**1. TITLE & DEFINITIONS:** The name of the Association shall be "The Association of British Kart Clubs", hereinafter known as the Association or ABkC. Kart Clubs may apply for membership of the ABkC, and they are then defined as 'Affiliated Clubs'. Members of the Committee (Steering Group) are generally referred to as 'Members'.

### **2. OBJECTS:**

- a) To represent and promote all MSA supported classes in Kart Racing in the U.K.
- b) To liaise between the Affiliated Kart Clubs and the Royal Automobile Club Motor Sports Association Ltd. (MSA).
- c) To provide affiliated clubs with information, advice and assistance on matters connected with motor sport and kart racing in particular.
- d) To watch the local administration of the laws and regulations affecting motoring and motor vehicles, as reported by affiliated clubs and members, and to report any proposed local action or scheme to the MSA.
- e) To co-ordinate and/or promote kart series or championships.
- f) To arrange tours, lectures, seminars, discussions and social and other meetings.
- g) To afford affiliated clubs, and members of these clubs, such benefits and privileges as it may be possible to arrange.
- h) To send a delegate, normally the Chairman or Secretary, to the MSA Regional Meeting.
- i) To send a delegate to MSA committees that offer a position to the ABkC, for example the Kart Committee and the Kart Technical Sub-Committee
- j) To promote & regulate such classes that have ABkC as 'Class Owner' e.g Honda/Gearbox

### **3. CONSTITUTION:**

- a) Any MSA recognised motor sport club with an interest in kart racing may apply to join the Association as 'Affiliated Clubs'.
- b) Representatives of organisers of ABkC and British Championship Kart Series may be invited to meetings.
- c) Representatives of other Associations of Kart Clubs in the UK may be invited to meetings.

### **4. MANAGEMENT:**

The authority and responsibility for the transaction of the business of the Association for its management shall be vested in a Committee, also known as The Steering Group, who, in addition to the powers and authorities by these rules expressly conferred on them, may exercise all powers and do all acts in furtherance of the objects for which the Association is established or done by the Association in General Meeting.

### **5. ELECTION OF OFFICERS:**

The Chairman, Secretary and Committee shall be elected at the Annual General Meeting and, subject to termination of office by resignation, again at the next Annual General Meeting following their appointment. The Committee shall have the power to co-opt other members

as they deem necessary. The retiring officers and other members of the committee shall be eligible for re-election so long as their affiliated clubs continue to nominate them.

### **6. COMMITTEE:**

6.1 The committee shall consist of:

- a) Chairman
- b) Secretary
- c) Direct Drive Technical Representative
- d) Cadet Class Technical Representative
- e) Gearbox Technical Representative
- f) Seven Club Representatives
- g) One representative from the organisers of each ABkC and British Championship Kart Series (non-voting) may be invited as Observers.
- h) One representative from each regionally based Association of Kart Clubs eg NKF, ASKC, NIKA
- i) One representative of the Motor Sports Association (non-voting)
- j) One representative of the classes that are owned or joint 'owned' by ABkC, currently, Honda, Rotax & TKM may be invited as Observers (non-voting).

6.2 The Committee shall elect from amongst its own members a Treasurer and a Vice-Chairman, at the first meeting following the Annual General Meeting.

6.3 Six members of the Committee shall form a quorum. Each member of the committee present shall have one vote excepting those non-voting members.

6.4 Nominations of Candidates for election to the Committee must be received by the Secretary not less than fourteen days before the Annual General Meeting, with an intimation in writing signed by each Member nominated that he or she is willing to serve. Nominations of Candidates shall be signed by an official of the affiliated club proposing them. The Committee shall have the power to appoint a Sub-Committee of not less than three persons to meet on its behalf in respect of any matter which is specifically referred to such a Sub-Committee.

6.6 Any affiliated club may make nominations for the posts detailed in 6.1 a & b, c, d and e. Nominations for posts 6.1 f must be a committee member of the proposing affiliated club. Nominations for post 6.1 g, h, i and j are not required and will be nominated by their organisations.

6.7 Any affiliated club may make a nomination for the post of Honorary President, the election to be held at the AGM. The nomination must be seconded by at least one other affiliated club. The term of office is not limited and annual re-election is not required. The Honorary President has the right to attend the Steering Group meetings and General Meetings but has no voting rights. There can be a maximum of two current Honorary Presidents at any one time.

#### **7. MEETINGS OF COMMITTEE:**

The Secretary either of his own accord or by the direction of the Chairman shall unless otherwise agreed by all the Committee give at least 7 days written notice of a meeting.

#### **8. ABSENCE FROM COMMITTEE:**

Any member of the Committee who shall, without sufficient reason, absent himself or herself from three consecutive Committee Meetings may be called upon to resign his or her position upon the Committee.

#### **9. DUTIES OF SECRETARY:**

It shall be the duty of the Secretary to attend in person or by deputy, all meetings of the Association and all meetings of the Committee to take minutes of the proceedings. Such minutes shall be kept in a book, and also distributed to Committee members, and presented for confirmation at the following meetings. Notices to Members and Affiliated Clubs may be made by email to the addresses given on appointment or as amended.

#### **10. BANKING:**

All moneys of the Association shall be banked by the Treasurer in the name of the Association, and no disbursements shall be made therefrom except in accordance with the form or forms authorised by the committee.

#### **11. ELECTION OF AFFILIATED CLUBS:**

11.1 Applications for membership of the Association shall be submitted to the Committee by the Secretary, and the election of such club shall be at the discretion of the Committee. The name and official address of the candidate club and the names and addresses of the officials or other proposed representative(s) to the General Meetings shall be stated on the application, and the application signed by an official of that candidate club.

11.2 Membership of the Association shall continue only for the period covered by the current subscription, and members shall be subject to re-election annually by the Committee upon payment of the fee.

#### **12. PROVISIONAL MEMBERS:**

Any candidate for membership of the Association whose subscription has been accepted by the Secretary or Treasurer shall become a provisional member of the Association.

Provisional membership shall only hold good until the meeting of the Committee next after payment of the subscription of such candidate. No privileges of membership will be given until the subscription has been paid.

#### **13. VOTING OF COMMITTEE MEMBERS:**

13.1 Each member present at a meeting of the Committee shall be entitled to exercise one vote (except non-voting members). The Committee shall vote by ballot if any member present so demands. It is incumbent on all members that they represent the best interests of the sport in their votes.

13.2 A vote of one third against any applicant for membership of the Association shall exclude from membership.

#### **14. SUBSCRIPTION:**

An annual subscription shall be charged the amount of which shall be decided by the Committee prior to each Annual General Meeting.

#### **15. PAYMENT OF SUBSCRIPTION:**

Payment of the subscription shall become due on the 1<sup>st</sup> January each calendar year. If the subscription has not been paid by the end of February affiliated club status will lapse. New candidates for membership applying within the three months prior to the end of the calendar year shall be deemed to have paid for the following year but this will not apply to lapsed affiliated clubs from the previous period.

#### **16. RESIGNATION:**

Any affiliated club wishing to resign membership shall give notice in writing of such desire to the Secretary, by the end of October otherwise the member shall be liable to pay the subscription for the ensuing year. Also any affiliated club ceasing, voluntarily or otherwise, to be a member of the Association, shall thereafter cease to have any claim upon the property of the club or to enjoy any privileges of membership, but the previously affiliated club shall remain liable for the payment of any debts due to the Association from that club.

#### **17. USE OF ASSOCIATION NAME AND ADDRESS:**

The name and address of the Association shall not be given by a affiliated club as their address for trade, advertising or business purpose or in connection with any legal proceedings. The ABkC official logo may be used on member club literature and media.

#### **18. EXPULSION OF MEMBERS:**

It shall be the duty of the Committee if any time they shall be of the opinion that the interests of the Association so require, by letter to invite any affiliated club to withdraw from the Association within a time specified in such letter, and in default of such withdrawal to submit the question of their expulsion to a meeting of the Committee to be held within six weeks after the date of such letter. Members of the Committee shall be given at least 7 days notice that a question of withdrawal or expulsion is to be discussed at a meeting of the Committee. The affiliated club 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 third of the members present shall then vote upon their expulsion, they shall then cease to be a affiliated club of the Association.

#### **19. THE ANNUAL GENERAL MEETING:**

The Annual General Meeting of the Association shall be held within six months of the end of the financial year upon a date and at a time to be fixed by the Committee and notified to the Affiliated Clubs with at least four weeks notice. The Annual General Meeting shall:

- a) Receive from the Committee a full statement of accounts duly audited showing the receipts and expenditure for the year ending October 31st.
- b) Receive from the Committee a report of the activities of the Association during the said year.

- c) Elect the Chairman, Secretary and Auditor.
- d) Elect the Committee.
- e) Settle any remuneration for the officers of the Association and the Auditor.
- f) Decide on any resolution which may be duly submitted to the meeting as hereinafter provided.

**20. SPECIAL GENERAL MEETING:**

These will be convened by direction of the Committee, or on a requisition to the Secretary stating the business for which the Special General Meeting is required and signed by not less than one third of the voting affiliated clubs. If the meeting so requisitioned is not held within two calendar months the said affiliated clubs may convene such meeting. One third of the affiliated clubs membership shall form a quorum.

**21. AGENDA OF A GENERAL MEETING:**

21.1 When affiliated clubs wish a matter to be discussed at a General Meeting, the text of such matters signed by officials of at least two affiliated clubs 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.

21.2 The Committee may submit a resolution to the General Meeting, which must appear on the Agenda.

21.3 A copy of the Agenda shall be sent to each affiliated club at least five days prior to the meeting, but the fact that any member has not received a copy of the Agenda shall not invalidate the proceedings. No business which is not included in the Agenda shall be discussed at the meeting unless every affiliated club present is in favour thereof. Should the proposer of any motion fail to move a resolution in respect of the relevant item on the Agenda, then any other affiliated club shall be entitled to do so.

21.4 Following official business an informal discussion may take place and the Committee may take account of the wishes of those present but such is not binding.

**22. VOTING:**

22.1 Voting at a General Meeting shall be as follows:

- a) Each affiliated club represented by a duly elected and nominated club committee member shall have one vote.
- b) Proxy votes are not permitted from absent clubs.

22.2 At all General Meetings a majority of votes determines a resolution, except as provided in Rule 25. The Chairman shall not vote except in the exercise of a casting vote.

**23. RIGHT TO BE PRESENT:**

No-one can take part in General Meetings unless they have been duly elected as an affiliated club of the Association, and have paid their subscription according to these Rules plus eligible Members of the Committee. However observers from any person with an interest in Kart Racing may apply to the Secretary to attend the meeting and permission given jointly by the Chairman, Secretary and Vice-Chairman, no reason for refusal will be given. The Committee reserves the right to hold any such part of a Meeting 'in camera' with only

Committee Members and affiliated clubs representatives present. Each affiliated club can nominate up to two persons to represent it (one voting person).

**24. OBSERVANCE AND INTERPRETATION OF RULES:**

Every affiliated club binds themselves to abide by the rules of the Association, the regulations of the ABkC as set down in Appendix 4 of the MSA Kart Race Yearbook unless granted a waiver, 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.

**25. ALTERATION OF RULES**

Any alteration may be made in these rules by a General Meeting provided (a) that details of the proposed alteration or alterations are included in the notice of the General Meeting and (b) that the resolution proposing such alteration is carried out by two thirds of those voting affiliated clubs present and voting at such General Meeting.

**26. EVENTS AND CHAMPIONSHIP SERIES:**

All motor competitions or championship series organised or co-ordinated by the Association shall be held under the rules and requirements of the MSA.

**27. COPIES OF RULES:**

Every member shall be furnished with a copy of the Association Rules and regulations on election.

**28. BADGES:**

Any Badges issued to an affiliated club or committee member shall remain the property of the Association. On termination of their membership, affiliated clubs and members shall deliver up such badges to the Secretary.

**29. DISSOLUTION:**

29.1 The Association may be dissolved by a Special General Meeting convened by direction of the Committee, or on the requisition of the majority of the affiliated clubs. Such a resolution must be carried by a minimum of two thirds of the voting members present.

29.2 If the resolution of 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 disposed at the discretion of the Committee.

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