



GRAFTON VINTAGE MOTOR VEHICLE CLUB

CONSTITUTION

28 February 2024



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Part 1 – Preliminary

1. Definitions

(1) In these rules:

Commissioner means the Commissioner of the Office of Fair Trading.

ordinary member means a member of the Club who is not an office-bearer of the association, as referred to in rule 12(2).

partner means husband, wife, spouse or de-facto of a member of the Club.

Secretary means:

The person holding office under these rules as Secretary of the association, or

If no such person holds that office – the Public Officer of the association.

special general meeting means a general meeting of the association other than an Annual General Meeting (AGM).

the Act means the *Associations Incorporation Act 1984*.

the Regulation means the *Associations Incorporation Regulation 1999*.

(2) In these rules:

(a) A reference to a function includes a reference to a power, authority and duty, and

(b) A reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

(3) The provisions of the *Interpretation Act 1987* apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument made under the Act.

2. Name

The name of the Club shall be “**The Grafton Vintage Motor Vehicle Club Incorporated.**” referred to in this constitution as “the Club”.

3. Objectives

(a) The restoration and preservation of vehicles of thirty years of age or older.

(b) To encourage interest in such vehicles and to promote and organise events suitable for their display or use.

(c) To meet together socially as a non-profit organisation.

Part 2 – Membership

4. Membership qualifications

(a) Subject to this constitution, membership is open to all individuals and partners who accept the objectives and interests of the Club.

(b) Individuals wishing to become members of the Club shall apply to the Committee for membership, agree to read and be bound by the constitution of the Club.

(c) The joining fee and the Annual subscription fee shall be determined by the Committee and

ratified at a general meeting.

(d) Membership Fees shall fall due for renewal on the first day of each financial year of the Club. The financial year of the Club shall run from the first of July to thirty June. Any member joining throughout the year shall be required to pay the joining fee in full and the annual subscription fee on a pro-rata basis for the remaining months of the financial year.

(e) A register of members and partners shall be kept by the Club showing the name, address and date of commencement of membership for each member. Provision for noting the date of cessation of membership shall also be contained in the register. The register must be open for inspection, free of charge, by any member at any reasonable hour. A member may obtain a copy of any part of the register for a payment, which covers cost of production.

f) Membership shall cease upon death, resignation, expulsion or failure to pay outstanding membership fees.

(g) Application for membership of the Club must be made in writing in the form set out in Attachment 1 to this constitution.

(h) Application for membership made through the Club's website, must be nominated and seconded by current financial members of the Club and adhere to the same conditions of approval as standard membership applications.

Membership available shall be:

(1) **Full Membership** consisting of an individual person and/or their partner who is eighteen years of age or over who may vote and hold office.

(2) **Junior/Associate Membership** consisting of a person under the age of 18 or otherwise at the discretion of the Committee to a person who might otherwise not be able to hold a full membership. Associate do not hold voting rights.

(3) **Life Membership** may be bestowed on a member of the Club whom the Committee decides qualifies for this esteemed position and have their membership fee paid by the Club to maintain their financial status for the purpose of voting, N.S.W. Conditional Historic Vehicle Registration and the use of conditional registration vehicles. For a Life Membership to be considered by the Committee:

(a) Nomination can be made by any member of the Club.

(b) Nomination shall be made directly to the Secretary in writing.

(c) Nominations shall be treated confidentially.

(d) A summary of reasons for Life Membership should be included with the nomination.

(4) **Day Membership** may be granted on an individual at the discretion of the Committee.

5. Membership entitlements not transferable

A right, privilege or obligation which a person has by reason of being a member of the Club:

(a) Is not capable of being transferred or transmitted to another person, and

(b) Terminates on cessation of the person's membership.

6. Resignation of membership

(1) A member of the Club is not entitled to resign that membership except in accordance with this rule.

(2) A member of the Club who has paid all amounts payable by the member to the Club in respect of the member's membership may resign from membership of the Club by first giving to the Secretary written notice of at least one month (or such other period as the Committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.

(3) If a member of the Club ceases to be a member under clause (2), and in every other case where a member ceases to hold membership, the Secretary must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.

7. Members' liabilities

The liability of a member of the Club to contribute towards the payment of the debts and liabilities of the Club or the costs, charges and expenses of the winding up of the Club is limited to the amount, if any, unpaid by the member in respect of membership of the Club as required by rule 4.

8. Resolution of internal disputes

(1) Disputes between members (in their capacity as members) of the Club, and disputes between members and the Club, are to be referred to a community justice centre for mediation in accordance with the *Community Justice Centres Act 1983*.

(2) At least 7 days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the Mediator.

9. Disciplining of members

A complaint may be made to the Committee by any person that is a member of the Club if the member has refused or neglected to comply with a provision or provision of these rules or wilfully acted in a manner not in the best of the interests of the Club.

(1) On receiving such a complaint, the Committee:

(a) Must cause notice of the complaint to be served on the member concerned; by sending the complaint by facsimile or some other form of electronic transmission and Registered Post.

(b) Must give the member at least 14 days from the time the notice is served within which to make submissions to the Committee in connection with the complaint, and

(c) Must take into consideration any submissions made by the member in connection with the complaint.

(2) The Committee may, by resolution, expel the member from the Club or suspend the member from membership of the Club if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved

(3) If the Committee expels or suspends a member, the Secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the Committee for having taken that action and of the member's right of appeal under rule 10.

(4) The expulsion or suspension does not take effect:

(a) Until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or

(b) If within that period the member exercises the right of appeal, unless and until the Club

confirms the resolution under rule 10(5), whichever is the latter.

10. Right of appeal of disciplined member

(1) A member may appeal to the Club in general meeting against a resolution of the Committee under rule 9, within 7 days after notice of the resolution is served on the member, by lodging with the Secretary a notice to that effect.

(2) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.

(3) On receipt of a notice from a member under clause (1), the Secretary must notify the Committee which is to convene a general meeting of the Club to be held within 28 days after the date on which the Secretary received the notice.

(4) At a general meeting of the Club convened under clause (3):

(a) No business other than the question of the appeal is to be transacted, and

(b) The Committee and the member must be given the opportunity to state their respective cases orally or in writing, or both, and:

(c) The members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

(5) If at the general meeting the Club passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

(5) If at the general meeting the Club passes a special resolution in favour of the confirmation, the resolution is confirmed.

Part 3 – The Committee

11. Powers of the Committee

(1) The Committee is to be called the Committee of management of the Club and, subject to the Act, the Regulation and these rules and to any resolution passed by the Club in general meeting:

(a) Is to control and manage the affairs of the Club, and

(b) May exercise all such functions as may be exercised by the Club, other than those functions that are required by these rules to be exercised by a general meeting of members of the Club, and

(c) Has power to perform all such acts and do all such things as appear to the Committee to be necessary or desirable for the proper management of the affairs of the Club.

12. Constitution and membership

(1) Subject in the case of the first members of the Committee to section 21 of the Act, the Committee is to consist of:

(a) The office-bearers of the Club, and

(b) up to 4 ordinary members, each of whom is to be elected at the annual general meeting of the Club under rule 13.

(2) The office-bearers of the Club are to be:

- (a) The President
- (b) The Vice-President
- (c) The Treasurer, and
- (d) The Secretary

(3) Each member of the Committee is subject to these rules, and to hold office until the conclusion of the Annual General Meeting following the date of the member's election but is eligible for re-election.

In the event of a casual vacancy occurring in the membership of the Committee, the Committee may appoint a member of the association to fill the vacancy and the member so appointed is to hold office, subject to these rules, until the conclusion of the annual general meeting next following the date of the appointment.

13. Election of members and office-bearers of the Club

(1) Nominations of candidates for election as office-bearers of the Club or as ordinary members of the Committee:

(a) May be made in writing, signed by 2 financial members of the Club and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination), and

(b) Must be delivered to the Secretary of the Club at least 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.

(c) May be made in person at the Annual General Meeting (AGM) at which the election is to be held. The verbal nomination must be made and seconded, by two ordinary members and with the consent of the candidate.

(2) If insufficient nominations are received to fill all vacancies on the Committee, the candidates nominated are taken to be elected.

(3) If insufficient further nominations are received, any vacant positions remaining on the Committee are taken to be casual vacancies.

(4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.

(5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.

(6) The ballot for the election of office-bearers and ordinary members of the Committee is to be conducted at the AGM in such usual and proper manner as the Committee may direct.

14. President

(1) It is the duty of the President to preside over all Committee and general meetings.

(2) The term of the President will be no more than four (4) consecutive years.

15. Vice President

The Vice-President will assist the President and take the President's place when required.

16. Secretary

(1) The Secretary of the Club must, as soon as practicable after being appointed as Secretary, lodge notice with the Club of his or her address.

(2) It is the duty of the Secretary to keep minutes of:

- (a) All appointments of office-bearers and members of the Committee
 - (b) The names of members of the Committee present at a Committee meeting or a general meeting, and
 - (c) All proceedings at Committee meetings and general meetings.
 - (d) Copies of all correspondence received by or forwarded under the auspices of the Club.
- (3) Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

17. Treasurer

It is the duty of the Treasurer of the Club to ensure:

- (a) That all money due to the Club is collected and received and that all payments authorised by the Club are made, and
- (b) That correct books and accounts are kept showing the financial affairs of the Club, including full details of all receipts and expenditure connected with the activities of the Club.

18. Casual vacancies

For the purposes of these rules, a casual vacancy exists in the Committee if a member or office-bearer of the Committee:

- (a) Dies, or
- (b) Ceases to be a member of the Club, or
- (c) Becomes an insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth, or
- (d) Resigns office by notice in writing given to the Secretary, or
- (e) Is removed from office under rule 19, or
- (f) Becomes a mentally incapacitated person, or
- (g) Is absent without the consent of the Committee from all meetings of the Committee held during a period of 3 months.

19. Removal of member or office-bearer of the Committee

(1) The Club in general meeting may by resolution remove any member of the Committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.

(2) If a member of the Committee to whom a proposed resolution referred to in clause (1) relates makes representations in writing to the Secretary or President (not exceeding a reasonable length) and requests that the representation be notified to the members of the Club, the Secretary or the President may send a copy of the representations to each member of the Club or, if the representations are not so sent, the member is entitled to require that the representations be read out at the meeting at which the resolution is considered.

20. Meetings and quorum

(1) The Committee must meet at least three times in each period of 12 months at such

place and time as the Committee may determine.

- (2) Additional meetings of the Committee may be convened by the President or by any member of the Committee.
- (3) Oral or written notice of a meeting of the Committee must be given by the Secretary to each member of the Committee at least 48 hours (or such other period as may be unanimously agreed on by the members of the Committee) before the time appointed for the holding of the meeting.
- (4) Notice of a meeting given under clause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the Committee members present at the meeting unanimously agree to treat as urgent business.
- (5) Any five members of the Committee constitute a quorum for the transaction of the business of a meeting of the Committee.
- (6) No business is to be transacted by the Committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- (8) At a meeting of the Committee:
 - (a) The President or, in the President's absence, the Vice-President is to preside, or
 - (b) If the President and the Vice-President are absent or unwilling to act, such one of the remaining members of the Committee as may be chosen by the members present at the meeting is to preside.

21. Delegation by Committee to sub-committee

- (1) The Committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the Club as the Committee thinks fit) the exercise of such of the functions of the Committee as are specified in the instrument, other than:
 - (a) This power of delegation, and
 - (b) A function which is a duty imposed on the Committee by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation
- (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Despite any delegation under this rule, the Committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the committee.

(6) The Committee may, by instrument in writing, revoke wholly or in part any delegation under this rule.

A sub-committee may meet and adjourn, as it thinks proper.

22. Voting and decisions

(1) Questions arising at a meeting of the Committee or of any sub-committee appointed by the Committee are to be determined by a majority of the votes of members of the Committee or sub-committee present at the meeting.

(2) Each member present at a meeting of the Committee or of any sub-committee appointed by the Committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.

(3) Subject to rule 20(5), the Committee may act despite any vacancy on the Committee.

(4) Any act or thing done or suffered, or purporting to have been done or suffered, by the Committee or by a subcommittee appointed by the Committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the Committee or sub-committee.

Part 4 – Annual General Meeting

23. Annual General Meetings – holding of

(1) With the exception of the first Annual General Meeting of the Club, the Club must, at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the Club, convene an annual general meeting of its members.

(2) The Club must hold its first Annual General Meeting:

- (a) Within the period of 18 months after its incorporation under the Act, and
- (b) Within the period of 6 months after the expiration of the first financial year of the Club.

24. Annual General Meetings calling of and business at

(1) The Annual General Meeting of the Club is, subject to the Act and to rule 23, to be convened on such date and at such place and time as the Committee thinks fit.

(2) In addition to any other business which may be transacted at an Annual General Meeting, the business of an Annual General Meeting is to include the following:

- (a) To confirm the minutes of the last preceding Annual General Meeting and of any special general meeting held since that meeting,
- (b) To receive from the Committee reports on the activities of the association during the last preceding financial year,
- (c) To elect office-bearers of the Club and ordinary members of the Committee,
- (d) To receive and consider the statement which is required to be submitted to members under section 26(6) of the Act.

(3) An Annual General Meeting must be specified as such in the notice convening it.

25. Special general / general meetings – calling of

- (1) The Committee may, whenever it thinks fit, convene a special general meeting of the Club.
- (2) The Committee must, on the requisition in writing of at least 10 percent of the total number of members, convene a special general meeting of the Club.
- (3) A requisition of members for a special general meeting:
 - (a) Must state the purpose or purposes of the meeting, and
 - (b) Must be signed by the members making the requisition, and
 - (c) Must be lodged with the Secretary, and
 - (d) May consist of several documents in a similar form, each signed by one or more of the members making the requisition
- (4) If the Committee fails to convene a special general meeting to be held within 1 month after that date on which a requisition of members for the meeting is lodged with the Secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.

A special general meeting convened by a member or members as referred to in clause (4) must be convened as nearly as is practicable in the same manner as general meetings are convened by the Committee and any member who consequently incurs expenses is entitled to be reimbursed by the Club for any expense so incurred.

- (6) The Club shall hold a Meeting of its members on a minimum of 10 occasions each financial year at a time and place to be determined by the Club.

26. Notice

- (1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Club, the Secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under clause (1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under rule 24(2).
- (4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the Secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

27. Procedure

- (1) No item of business is to be transacted at a general meeting unless a quorum of members entitled under these rules to vote is present during the time the meeting is considering that item.

(2) Ten members present in person (being members entitled under these rules to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.

(3) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:

(a) If convened on the requisition of members, is to be dissolved and,

(b) In any other case, is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.

(4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 5) is to constitute a quorum.

28. Presiding member

(1) The President or, in the President's absence, the Vice-President, is to preside as chairperson at each general meeting of the Club.

If the President and the Vice-President are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

29. Adjournment

(1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.

(2) If a general meeting is adjourned for 14 days or more, the Secretary must give written or oral notice of the adjourned meeting to each member of the Club stating the place, date and time of the meeting and the nature of the business to be transacted at the meeting.

(3) Except as provided in clauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

30. Making of decisions

(1) A question arising at a general meeting of the Club is to be determined on a show of hands and, unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the Club, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.

(2) At a general meeting of the association, a poll may be demanded by the chairperson or by at least three members present in person.

(3) If a poll is demanded at a general meeting, the poll must be taken:

(a) Immediately in the case of a poll which relates to the election of the chairperson of the meeting or to the question of an adjournment, or

(b) In any other case, in such manner and at such time before the close of the meeting as the chairperson directs, and the resolution of the poll on the matter is taken to be the resolution of the meeting on that matter.

31. Special resolution

- (1) A special resolution must be passed by a general meeting of the Club to effect the following changes:
- (a) A change of the Club's name.
 - (b) A change of the Club's constitution.
 - (c) A change of the Club's objectives.
 - (d) An amalgamation with another incorporated association.
 - (e) To voluntarily wind up the Club and distribute its property.
 - (f) To apply for registration as a Company or a Co-operative.
- (2) A special resolution shall be passed in following manner.
- (a) A notice must be sent to all members advising that a general meeting is to be held to consider a special resolution.
 - (b) The notice must give details of the proposed special resolution and give at least 21 days' notice of the meeting.
 - (c) A quorum must be present at the meeting (see 27.2.)
 - (d) At least three-quarters of those present must vote in favour of the resolution.
 - (e) In situations where it is not possible or practicable for a resolution to be passed as described above, a request may be made to the Office of Fair Trading for permission to pass the resolution in some other way

32. Voting

- (1) On any question arising at a general meeting of the Club a member has one vote only.
- (2) All votes must be given personally to the returning officer.
- (3) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (4) A member is not entitled to vote at any general meeting of the Club unless all money due and payable by the member to the Club has been paid.

33. Appointment of proxies.

Proxy voting is not permitted.

34. Public Officer

- (1) The Committee shall ensure that a person is appointed as Public Officer.
- (2) The first Public Officer shall be the person who completes the application for Incorporation of the Club.
- (3) The Committee may at any time remove the Public Officer and appoint a new Public Officer provided the person appointed is 18 years of age or older and a resident of New South Wales.
- (4) The Public Officer shall be deemed to have vacated his/her position in the following circumstances:

- (a) Death.
 - (b) Resignation.
 - (c) Removal by the Committee or at a general meeting
 - (d) Bankruptcy or financial insolvency
 - (e) Mental illness
 - (f) Residency outside New South Wales
- (5) The Public Officer is required to notify the Office of Fair Trading by the prescribed forms in the following circumstances:
- (a) Appointment (within 14 days).
 - (b) A change of residential address (within 14 days).
 - (c) A change in the Club's objectives or rules (within 14 days).
 - (d) A statement of the Club's financial affairs (within one month after the Annual General Meeting).
 - (e) A change in the Club's name (within one month).
- (6) The Public Officer shall be either the Secretary or Treasurer of the Club.
- (7) It is the duty of the Public Officer to ensure all meetings are conducted in a proper manner with regard to this constitution and that the office-bearers carry out their duties in a proper manner.

Part 5. Miscellaneous.

35. Insurance

The Club may affect and maintain insurance.

36. Transport for NSW Conditional Registration Scheme

- (1) The Club will comply with current Historic Vehicle Policy of Transport for NSW – see attachment: 'Historic and Classic Vehicle Registration'.
- (2) A Fact Sheet issued by Transport for NSW, titled 'Historic and Classic Vehicle Log Book Scheme and Club Runs' is available.
- (3) Vehicles must comply with the current Traffic Act and Regulations.
- (4) The Club has joined the LOG BOOK Scheme and members are required to utilise the Scheme as provided by Transport for NSW.

37. Club Events

The Club policy on the running of club events shall be:

- (1) Members will at all times act in a lawful manner.
- (2) Members will be considerate of both club members and others.
- (3) Members will always bear in mind the objectives of the Club and act accordingly.
- (4) Members holding Transport for NSW Conditional Registration will adhere to rule 36.
- (5) Members will be individually responsible for the display of their vehicles at club events

and will present their vehicle in a clean, neat and tidy manner.

38. Club Badge

The Club may cause to be manufactured a club badge of such design, materials and markings as may be approved from time to time.

39. Funds – source

(1) The funds of the Club are to be derived from joining fees and annual subscriptions of members, donations and, subject to any resolution passed by the Club in general meeting, such other sources as the Committee determines.

(2) All money received by the Club must be deposited as soon as practicable and without deduction to the credit of the Club's bank account.

(3) The Club must, as soon as practicable after receiving any money, issue an appropriate receipt.

40. Funds – management

(1) The Club will operate as a Non-profit organisation.

(2) Subject to any resolution passed by the Club in general meeting, the funds of the Club are to be used in pursuance of the objectives of the Club in such manner as the Committee determines.

(3) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any two members of the Committee of the Club, being authorised to do so by the Committee.

41. Alteration of objectives and rules

The statement of objectives and these rules may be altered, rescinded or added to only by a special resolution of the association.

42. Custody of books

Except as otherwise provided by these rules, the Public Officer must keep in his or her custody or under his or her control all records, books and other documents relating to the Club.

43. Inspection of books

The records, books and other documents of the Club must be open to inspection, free of charge, by a member of the Club at any reasonable hour.

44. Service of notices

(1) For the purpose of this constitution, a notice may be served on or given to a person:

(a) By delivering it to the person personally, or

(b) By sending it by pre-paid post to the address of the person, or

(c) By sending it by facsimile transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.

(2) For the purpose of this constitution, a notice is taken, unless the contrary is proved, to have been given or served:

(a) In the case of a notice given or served personally, on the date on which it is received by the addressee, and

(b) In the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and

(c) By sending it by facsimile transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.

45. Dissolution of the Club

(1) In the event of the Club being dissolved, the amount of funds and assets that remains, after such dissolution and the satisfaction of all debts and liabilities, shall be transferred to another organisation with similar purpose and which has rules prohibiting the distribution of its assets and income to its members.

Attachment

Historic and Classic Vehicle Registration

Vehicles must be 30 years of age or older to be eligible for Historic or Classic Conditional registration.

The registered owner must be a member of a Transport for NSW approved club. Proof of club membership (Historic Vehicle Declaration form 1259) or (Classic Vehicle Declaration Form 1835) must be provided prior to initial or renewal of registration.

You need a number of documents to register a historic or classic vehicle. Speak to the Club Vehicle Inspector or Registrar to find out what is required.

The Certificate of Approved Operations, issued by Transport for NSW, detailing the conditions applicable to the operation of the vehicle, must be carried in the vehicle whenever it is used.

CTP (Green Slip) is part of Conditional registration and does not have to be purchased separately.

Historic registration vehicles must be as close to original condition as possible, with no alterations except for safety features or period accessories and options. A safety inspection report (pink slip) or club declaration or roadworthiness by a club official must be provided. Left hand drive vehicles are allowed. You can't transfer historic vehicle registration. Caravans and Trailers can also use Historic registration.

Classic Conditional registration is for vehicles which have been modified. For initial registration a Blue Slip is required along with Engineers Reports covering the modifications if required by the Blue Slip Inspector. For renewal of Classic registration, a Pink Slip is required each year. Any new modifications may also require new Engineers Reports. You can't transfer classic registration.

Vehicles can only carry one person per seating position. Seatbelts must be worn, where fitted. Historic and Classic Scheme vehicles are exempt from fitting child restraints when carrying children between 12 months and 7 years provided, they have written advice from a licensed certifier that it is not reasonably practicable to install belts or child restraints and this advice is carried in the vehicle. All passengers under 12 months must be restrained in an approved restraint.

Historic and Classic registered vehicles may tow both Historic or fully registered caravans or trailers, but not for commercial purposes.

A Log Book Scheme is available as part of Historic or Classic registration. This allows 60 days per year of personal use of the vehicle. The Log Book must be filled out prior to use on

each day. If on a club outing you deviate from the event, e.g.: go shopping on the way home, or take a different route, you must fill in the Log Book.

For more information contact the Club vehicle inspector or go to the Transport for NSW website.