

Standing Orders for a Club AGM

In order to ensure that the Annual General Meeting of a Club is conducted in a proper manner and proceeds in an orderly fashion the following Standing orders shall be adopted at the commencement of the meeting.

- 1 - The proposer of a motion or an amendment thereto may speak for five minutes and no more.
- 2 - A member speaking to a motion or an amendment may speak for three minutes maximum.
- 3 - The proposer of a motion or an amendment may speak a second time for three minutes before a vote is taken but no other member may speak a second time to any motion
- 4 - The chairperson may at any time he/she considers the matter to be sufficiently discussed call on the proposer for a reply, and when that has been given a vote must be taken.
- 5 - A member may with the consent of the chairperson move "that the question be now put", after which when, the proposer has spoken, a vote must be taken.
- 6 - Members may at the discretion of the chairperson raise any matter under "general business" which has significance for the Club, however no decision shall be taken on these matters only recommendations, which shall be referred to the newly elected Club Executive Committee. In such cases, the Standing Orders relating to speaking times shall also apply.
- 7 – A fully paid up member may raise a point of order on any issue being discussed to question the legality of any proposal under T.O. or the club constitution or club bylaws. The chairperson shall rule on such points of order raised.
- 8 – Only those whose membership subscription has been paid up for that year in accordance with the club constitution shall be entitled to speak or vote on any issue or in an election. However a non-member may be allowed to speak on any issue should the chairperson consider it relevant and appropriate. The ruling of the chairperson on this matter shall be final.
- 9 - Standing Orders shall not be suspended for the purpose of considering any matter not on the agenda or any procedural change in running the meeting except with the consent of a majority equal to two thirds of those present and entitled to vote.