

National Association of Retired Police Officers

Portsmouth & South East Hampshire Branch

Branch Rules

June 2018

1. **Name**

The Branch shall be known as the Portsmouth and South East Hampshire Branch of the National Association Retired Police Officers (NARPO)

2. **Object**

The Association exists to safeguard the rights of members and promote measures for their welfare with particular regard to police pensions.

3. **Constitution**

The Branch shall consist of members who join to foster the objects of the Association. Any Full Member may become a 'Member' of any other Branch but may not attain a position within the second Branch as an Officer of that second Branch.

4 **Membership**

Categories of membership

A. General

B Membership of the Association is at the discretion of the Branch. Applicants for membership are required to disclose any antecedent matter, which could bring discredit on the Association; the onus to disclose such matters rests with the applicant.

C All Members are expected to maintain a high standard of conduct and to comply with the Rules of the Association. Members are also expected to treat other members, guests, officers and employees of the Association with respect.

D A Branch Committee has the right to terminate the membership of any member who does not meet the standards set in B

E Membership

F Subject to B, Full Membership of the Association shall be open to former Police officers who have served in a Police Force (Police Force) and who have met the minimum service, age or ill health requirements that would entitle them to a police pension (Police Pension); and who have not been dismissed or required to resign from a police force by reason of misconduct.

G A Branch may confer Life membership on any Full Member who, in the opinion of that Branch, has given outstanding service to the Association either at branch or at national level. A Full Member on whom Life membership has been conferred shall continue to be a Full Member of that Branch and shall be entitled to all the rights and privileges of Full Membership for life unless he/she ceases to be a member under the provisions of Rules

H. Subject to B, Membership may be granted by a Branch Committee to any person who is not eligible to join the Branch as a Full Member.

(The following sentence is the result of a Branch Committee meeting held in October and does not appear in the National Rules)

However, the Committee will refuse to accept any person as a 'Member' unless they have a longstanding association with any Police service.

I. The spouse (Spouse) of a Full Member shall be deemed to be a Member of the Association but will not pay a separate subscription

J. Only a Full Member may;

Be an Officer of a Branch (Officers of a Branch)

Note: this Rule shall not apply to any Member who was already in post prior to Conference 2017

Be eligible to attend Conference (Conference) as a Delegate; or

Be entitled or eligible for election to the NEC.

Any Full Member may apply to join another branch as a Member but may not be a Full Member of more than one branch.

5. **Branch Administration**

The Branch shall elect its own officers at Annual General Meetings, open to all members, which shall be held between January 1st and May 15th.

6. **Exclusions**

The Branch Secretary must admit as a Full Member any person who satisfies the criteria set out above. Refusal of admission must be confirmed in writing to the applicant within two weeks stating the reasons for the refusal. The applicant may appeal to the Branch Committee against any refusal and the Committees decision is final.

7. Disbandment of Branch

The Branch shall give notice to the Chief Executive Officer of NARPO of its intention to disband and at the same time supply statements of equipment and funds with recommendations for disposal. The NEC shall have overall responsibilities for the winding up of the affairs of the Branch.

8. Meetings

The committee shall meet at least four times a year and the AGM held in accordance with Rule 5 will elect a Chairman, Vice Chairman, Secretary, Assistant Secretary, Treasurer, Welfare Officer (s) Social Secretary and Assistant Social Secretary. The nominated Officers of the Branch are Chairman, Vice Chairman, Secretary and Treasurer and must be Full members (subject to Rule J above).

9. Subscriptions

The annual subscription for membership of the Branch is that set by the NEC and will rise yearly in accordance with the National figure. All full members will pay the subscription unless exempt. Members who are not eligible to be full members because they are Full members of other Branches will be charged a fee set by the Branch committee which will be regularly reviewed. Members who are not entitled to be full members will be charged a fee set by the Branch committee which will be regularly reviewed. All Full members will normally have their subscription stopped by Pension Services in April annually. Other members must make arrangements to pay their fee by cash, cheque or BACS by the 1st June every year.

10. Exemptions

Widows, widowers of full members and Life members will be exempt from paying the minimum subscription.

11. Payment of Precept

Branches are notified by the NEC in the later part of each year what the annual subscription will be from January 1st the following year. The Branch precept will be paid in instalments in accordance with the policy set out by the NEC.

12. Accounts and Audit

The Branch financial year shall be from 1st January to 31st December. The Branch will be responsible for maintaining an adequate accounting system. Accounts shall be audited annually and certified copies of the balance sheets or statements of income and expenditure shall be available to all members at the AGM. The Branch shall appoint two of its members as auditors for the ensuing year at the AGM. Copies of the Accounts will be forwarded to the CEO of NARPO as soon as possible after the yearly AGM.

13. Banking and Investment Funds

The funds of the Branch shall be banked / invested at the discretion of the committee.

14. Withdrawal of Funds

At least two signatories of the committee will be necessary in respect of the withdrawal of Branch funds to ensure an efficient and secure system.

15. Expenses of Members

The expenses of members carrying out authorised Branch work shall be met from the Branch funds and shall be decided by the committee. In the case of travelling allowance, the amount shall be determined on the recommendation of the NEC.

16. Amendment or Revision of Rules

These Rules may only be amended at the Branch AGM or an EGM (Extraordinary General Meeting) following precise wording being given in a written notice of any proposed amendment to the Secretary at least 28 days before the AGM or EGM. Such Rule changes will only be determined by a vote in favour by at least two-thirds majority of the members at the AGM or EGM. Any agreement on any amendment deletion or revision shall be operative from the conclusion of the AGM or EGM at which it was approved.

17. Nominated Branch Official (New Rule)

Election of Nominated Branch Officials (Chairman, Vice Chairman, Secretary and Treasurer).

Any person who wishes to be considered for these posts must notify the Secretary a minimum of 28 days prior to the AGM.

18. Publication

The Committee shall be responsible for the publication of a regular Newsletter which shall be supplied free to all members. The Branch may maintain a web site currently identified as www.portsmouthnarpo.org.uk

19. Interpretation of Rules and Matters not provided in the Rules

Any question of the interpretation of these Rules or any matter not provided for in the Rules, shall be determined by the Branch Committee.

Brian Woodhall

Hon Secretary