



RULES

2015

Est. 1975

***Incorporating
Crown Caving & Potholing Club***

MEETING VENUE: BREDBURY CONSERVATIVE CLUB, GEORGE LANE, BREDBURY, STOCKPORT

1. The Club shall be called the 'RUBBER DUCK CAVING CLUB' and its purpose is to promote sport caving and exploration by its members. The Club will seek membership of appropriate national and regional bodies and pass on any information therefrom accordingly.
2. Meeting Venue: - Bredbury Conservative Club. George Lane. Bredbury. Stockport.
3. Membership subscription is open to persons aged 18 and above and is currently, £13.00 (November to October), due on 1st November. The obligatory Civil Liability premium via BCA is also required at the prevailing rate of £17.00 (as from January 2012) Thus making total fee payable for **2015** of £30.00. (Although the BCA insurance is not officially due until January of the following year, it is to be paid for in advance as BCA require the member information beforehand.
 - a. A status of Non Caver Member is also available for persons still wishing to support the club but who do not wish to be active on trips. The cost of this is currently £4.00 Membership & £6.00 Civil Liability. (Total for **2015** of £10.00).
4. Any prospective new member, i.e. any person other than a renewing member, will receive free club membership for the year (or part thereof) of joining and may avail themselves of the 'temporary member' BCA civil liability insurance (for a maximum of 17 consecutive days) following which the 'new member' is required to pay the BCA insurance per the current scale. However, the 'temporary member' will be required to donate £5.00 towards training and loan of any personal equipment at the time of their first underground meet.
 - a. A new member joining the club after 1st July will enjoy a 50% abatement of the club membership fee in their second year.
5. Meets fees of £2.00 per trip undertaken, are payable (towards upkeep of equipment). Invited persons from other clubs are exempt from rules 3-4, provided that they are covered by a relevant Civil Liability Insurance, (prior evidence required). However, a fee of £2.00 for said persons is to be paid by the invitee.
6. Anyone not renewing membership and insurance or who owes more than two meets fees, will not be allowed on Club Meets or use of any Club Equipment, until such payment is made.
7. Travel and other expedition costs should be shared where possible.
8. No member shall use any Club equipment required for a Club Meet but may use remaining equipment. Official meets take preference. Meets fees are payable on equipment borrowed for private use. Equipment may be drawn from the store only by a competent party. Equipment is to be returned promptly and in clean condition. 'Personal' equipment from the inventory is reserved for new members. Established members to use it only in an 'emergency'.

9. Equipment donated to the Club is to become Club property. A 'purchase' sum of £1.00 will be paid to the donor to 'seal the deal'. Equipment on 'long-term loan' should be clearly identified in the Club inventory.
10. Spending of Club funds is to be decided at meetings, or in urgent cases, by any two of the Committee Officers, up to a maximum of £100. For any greater expenditure a SGM must be called.
11. The Officers are to comprise: President, Chairman, Secretary, Treasurer, Meets Secretary and Senior Equipment Officer, (The Committee), together with 2 Assistant Equipment Officers, a Librarian and a Newsletter Editor and a Web Master. All such officers should preferably not be officers of other caving clubs and should declare any such involvement so as to avoid any possible conflict of interest. Officers to be appointed at each AGM by simple majority, to serve for one year, without limit on total service.
12. The Annual General Meeting may award an Honorarium to a deserving Officer, for past services rendered.
13. The Annual General Meeting is to be held each January or as near to as is practicable.
14. The financial year is to run from November 1st to October 31st. Written financial reports to be presented at least quarterly and a full balance sheet presented at the AGM. Independent auditor(s) to be appointed prior to the AGM in order to verify the annual accounts.
15. Formal meetings to be held monthly each second Friday, subject to a quorum of three members, of whom two must be officers. Officers will give/submit reports. Informal meetings may be held at any other time.
16. Amendments to rules, or proposed new rules, may only be made at the AGM, or an Extraordinary Meeting. This may be called by not less than 25% of the members or any two of the officers.
17. All members will be notified of the AGM or Extraordinary Meetings by the Secretary. Only members attending will be entitled to vote. The Club Chairman may exercise a second (casting) vote in the event of any tied vote.
18. All members to declare themselves fit for any trip undertaken and to be responsible for their own safety and to respect the safety of others.
19. Decisions by Meets Leaders concerning any members fitness, all safety aspects and the planning and organisation of trips, must be adhered to. Members must liaise with Meets Leader before attending meets.
20. The taking underground of novices or inexperienced members, must only be done by a competent leader as approved by the committee.
21. First Aid Kit(s) and Survival Bags to be taken on all Club Meets.
22. No smoking in caves.
23. All possible care must be taken to avoid damage to cave formations/deposits, etc. Also to any property including walls, fences, etc and repair made where possible. The Club will carry Civil Liability Insurance through an appropriate agency. This cover does not extend to commercial caving.
24. No litter to be discarded anywhere. (including spent carbide)
25. All equipment to be checked regularly for faults etc and repaired/discarded/renewed as necessary. An inventory will be carried out annually by the Equipment Officers and at least one other officer.
26. The Club will plan to visit its adopted caves at least once each year for a clean-up trip.
27. The Club may engage in the search for new caves and cave passages by means of digging/exploration etc. Members may be encouraged to support approved 'digs' in the course of each year.

28. The Club may award Honorary Membership status to a long serving member considered to be deserving of it. This status to expire not less than two years after their last contact with the Club. An Honorary Member shall enjoy all rights of a subscribing member and may hold Officer status. However, although their membership fee may be waived, provision for Civil Liability Insurance must be made for anyone holding this status.
29. Persons who have been associated with the Club in the past but who are no longer active within the club may be invited to stay in contact by becoming an Honorary Associate of the Club (Non Member Status). This would mean that they could keep in contact with the Club and its members but would not be allowed to participate in the Clubs affairs and/or activities.
30. Correspondence in the Clubs name may only be issued by the appropriate Officer. No posters, placards, advertising or calling cards may be displayed or issued, except as authorised by the Club in meeting, or the appropriate quorum of Officers.
31. In the event of the Club winding-up, all assets are to be disposed of and cash /proceeds to be donated to relevant Cave Rescue Organisations.
32. Breaches of Club rules, or conduct likely to bring discredit upon the Club, by any member, will be dealt with by the Club in meeting and may result in suspension of membership or expulsion from the Club.