

STANDING ORDERS

1. Headquarters

The Headquarters of the North East Norfolk League shall be in Aylsham.

2. Arrangements for Meetings

All Meetings of the Management Committee shall be held in accordance with the rules.

3. Order of Proceedings

At each meeting of the Management Committee the Secretary shall present the minutes of the last meeting and if approved, shall be signed by the Chairman, after which any business arising out of the said minutes shall be dealt with.

4. Agenda

An agenda shall be prepared by the Secretary and submitted to members with the notice of meetings and seven days' notice shall be given whenever possible. Notice of intended motions shall be given to the Secretary in writing not less than ten days prior to the meeting and shall be entered on the agenda. Such motions shall not be dealt with unless the mover of the same is present, unless he has given authority to another member to proceed with.

5. Objectionable Business

If in the opinion of the Chairman any motion proposed, or matter desired to be brought forward, is of an objectionable or frivolous character, it shall be competent for him without discussion thereon to put to the vote as to whether the same shall be entertained or not and if three fourths of the members voting shall decide not to entertain such motion or other matter the same shall be considered as disposed of for that day.

6. Order of Speaking

Every member shall stand when speaking and shall address the Chairman, first announcing his name and the Club or otherwise he represents. While a member is speaking, all the other members shall remain seated unless a member rises to a point of order. Whenever the Chairman rises to speak, no one shall continue standing, nor shall anyone rise until the Chair has been resumed.

7. Ruling of Chairman

The ruling of the Chairman on any question under the Standing Orders, or on points of order or explanation, shall be final.

8. Right to Reply

The mover of every original proposition, but not an amendment (unless it became an original motion) shall have a right to reply, after which the motion shall be put to the Chair. No second amendment shall be moved until the first amendment has been disposed of.

9. Vote by Ballot

All questions shall be determined by a show of hands unless in the opinion of the majority of those present it is desirable that a vote by ballot be taken. The Chairman shall have a second or casting vote.

10. Protests or Disputes

In the event of a protest or dispute, the Clubs concerned shall not be represented during such business and no member shall be allowed to vote on any matter relating to the Club he represents.