Penwith Photographic Group

CLUB CONSTITUTION

The clubhouse address is:
St Piran's Hall
South Road
Goldsithney
Penzance
TR20 9LF

info@thePPG.org.uk

www.thePPG.org.uk

CURRENT COMMITTEE
at the date of this document:

CHAIR

. . . . . .
Clive Kennard

VICE CHAIR

. . . . . .
Robin Millett

SECRETARY

. . . . . .
Deb Ramsay-Trease

TREASURER

. . . . . .
Pat Millett

COMPETITION SECRETARY
PROGRAMME SECRETARY
WEBSITE and SOCIAL MEDIA

. . . . . .
Steve Cann

GENERAL COMMITTEE MEMBERS

. . . . . .
Andy Maher

. . . . . .
Andy Penney

. . . . . .
Emma Bailey

. . . . . .
Laurence Osborne

1. TITLE.
The club's official title is **Penwith Photographic Group**, also known as 'PPG' and 'thePPG', on social media as 'atThePPG' and our website "thePPG.org.uk"

2. AIMS.
To encourage and advance photography at all levels, from beginners to advanced, via lectures, demonstrations, competitions, exhibitions, field trips and interaction of club members themselves.

3. COMMITTEE.
The business of the club shall be managed by the committee, which will comprise at least seven members with general committee members to maintain the minimum of seven.

The committee will have full power to deal with minor contingencies that may arise which are not provided for in the constitution. ISSUES OF FUNDAMENTAL IMPORTANCE WILL BE DEALT WITH BY CALLING AN EXTRAORDINARY GENERAL MEETING. The quorum of the committee shall be no less than four committee members.

Officers of the club will be

- Chair
- Vice chair
- Secretary
- Treasurer
- Competition secretary
- Programme secretary
- Website & social media
- General committee members

The treasurer shall keep an account of monies received and spent and shall present a balance sheet at the AGM. The secretary will record, as appropriate, minutes of meetings and keep members informed of affiliated events. The programme secretary will arrange the summer and winter programmes, any additional events and keep members informed of club events. The competition secretary will be responsible for running all the competitions.

In the event that a committee post is not taken up at the AGM or becomes vacant during the year, the said post may be left vacant at the discretion of the committee. In the interim, the committee may make any temporary appointment as necessary to maintain the optimum running of the club.

In the event that the Committee is required to vote on any matter that does not require a unanimous decision, the Chair shall not vote. In the event that the voting of Committee members results in a tied vote, then the Chair shall exercise a casting vote. If a full member vote is required, then, again, the Chair shall not vote, and shall only exercise a casting vote in the event of a tied vote from the membership.

4. AGM.
The AGM will be held the spring of each year.
The quorum at the Annual General Meeting shall be not less than one third of the club's current membership and include at least three committee members.

- To elect new committee members
- Officer's to present their reports
- To cover the general business of the AGM

5. EGM.
At the written request of five members, the secretary will call an EGM giving adequate notice to all fully paid up members, advising them of the venue, time and intent of the meeting.

The quorum at the Extraordinary General Meeting shall be not less than one third of the club's current membership and include at least three committee members.

6. MEMBERSHIP.
Any person can apply to join thePPG. This will require submission of a completed application form, which will need to be considered by and be unanimously approved by the standing committee. Following approval, and upon receipt of the annual membership fee, a membership number will be allocated and the applicant will be considered to be a member of thePPG.

Membership may be withdrawn at any time by a unanimous decision of the Committee if this is considered to be in the best interests of the PPG. The decision of the Committee will be final.

Applicants joining part way through the year will pay a
Proportionate amount of the full year's dues. For existing members their membership fee is due on the 1st May, each year and should be paid no later than 31st May. Any member not paid up by this date will be deemed to have withdrawn their membership.

Junior members below the age of 16 should be encouraged as they are the life blood of any club or organisation. However, due to the possibility that images may be shown of an adult nature, i.e. 'artistic nudes', under 16's must be accompanied by a responsible adult at all times.

7. VOTING.
At any meeting where a vote is called, the vote will be carried by a simple majority of those present and fully paid up members and recorded in the club's diary for future reference.

8. COMPETITIONS
The Committee may use its discretion to arrange competitions between members within the Club and between other Clubs.

The rules applying to competitions shall be discussed at the AGM and agreed by the membership.

The Club may co-ordinate entries into any competition as it sees fit either as a Club entry or as individual entries. For example competitions arranged by the Cornwall Photographic Alliance (CPA) and the Western Counties Photographic Federation (WCPF).

10. IMAGES.
All images submitted MUST be the member's OWN artwork or photography, this includes any element, borders and textures. For example, a photograph of graffiti is no different to a photo of a building or a pair of shoes, as long as that member has pressed the shutter, then the image belongs to that member. Images must not infringe anybody else's copyright.

11. FINANCIAL.
PPG shall operate a bank account into which payments are made, to receive members subscriptions and the collection of weekly attendance or any other income related to the club. The Treasurer shall maintain a small amount agreed by the committee for petty cash purposes.

All withdrawals from the account shall be signed by two of the authorised signatories on the banking mandate. All capital expenditure shall be ratified by the committee. All signatories will be confirmed at the AGM.

BACS payments. These will be made for payment of guest speakers, various club insurances and memberships of affiliated bodies or by authority of the committee for any other unusual transaction, for example if a member has occurred expenses on behalf of the club which has already been discussed with the committee.

The treasurer shall keep and maintain proper records of financial transactions and retain all documentation in support of those transactions. Accounts, drawn up in accordance with good accounting practice shall be prepared annually to suit the April bank statement.

The committee may also request that these accounts shall be examined for completeness and accuracy by a suitably qualified independent accountant, who shall provide a certificate to confirm that an examination has been undertaken and to identify any matters arising from that examination which needs to be brought to the attention of the Committee.

PPG close down.
In the unfortunate event of the club closing, any assets to be donated to a local charity or good cause or divided up between fully paid up members at the time. Final decisions to be made by the members at that time.

09-04-2026 – Amendment Adopted
09-04-2025 – Amendment Proposed
10-04-2025 – Amendment Adopted
10-04-2025 – Amendment Proposed
13-09-2024 – Amendment Adopted
10-04-2024 – Amendment Proposed
18-05-2021 – Amendment Adopted
10-05-2021 – Amendment Proposed
14-04-2016 – Amendment Adopted
14-04-2016 – Amendment Proposed
17-11-2005 – Amendment Adopted
17-11-2005 – Amendment Proposed
20-07-1999 – Amendment Adopted
05-06-1999 – Amendment Proposed
1996 – Original Constitution