RULES adopted at an Extra Ordinary General Meeting held on 30 January 2014

1. Name
The name of the Association is “The Honorary Police Association of the Island of Jersey”.

2. Aims
The aims of the Association are:

(i) To strengthen and uphold the Honorary Police system.
(ii) To encourage uniformly high standards of efficiency and consistency of conduct.
(iii) To represent its members in connection with all matters relating to the conditions of Honorary Officers.
(iv) To offer representation and assistance to all members in relation to disciplinary matters, so far as the law allows.
(v) To generally provide support, welfare and assistance to all members in their capacity as members of the Honorary Police.
(vi) To facilitate the provision of social functions for all members.
(vii) To work with all appropriate States or other community organisations with a view to enhancing the service given to the community.

3. Membership
All Centeniers, Vingteniers and Constables Officers, having sworn the oath of office before the Royal Court, shall be members of the Association during their terms of office. A copy of these Rules shall be given to all members.

4. The Executive Committee
The Executive Committee shall comprise an Honorary President, two Honorary Vice Presidents and Honorary Treasurer.

5. The Committee
(i) The Committee shall comprise the Executive Committee, together with an elected delegate from each Parish.
(ii) The Committee shall, from time to time, appoint one of the delegate members to serve as a Secretary, in the absence of the appointed Secretary, who shall have been appointed at the Annual General Meeting.
(iii) A serving Chef de Police may not serve on the Committee and upon a member of the Committee being appointed as a Chef de Police, he/she shall be deemed thereupon to have resigned from the Committee.
6. Election of the Honorary President, Two Honorary Vice Presidents and Honorary Treasurer
(Executive Committee)
(i) The Honorary President, two Honorary Vice Presidents and Honorary Treasurer shall be elected by ballot at each Annual General Meeting to serve for a term of one year.
(ii) Nominations for the office of Honorary President, two Honorary Vice Presidents and Honorary Treasurer shall be signed by two members of the Association acting as Proposer and Seconder respectively and must be received by the appointed Secretary at least fourteen days before the date of the meeting.
(iii) The Honorary President, two Honorary Vice Presidents, Honorary Treasurer shall be entitled to resign before the expiration of his/her term by notice in writing to the appointed Secretary.
(iv) Should any vacancy occur on the Executive Committee during a term of office, the Executive Committee shall be at liberty to appoint a member of the Association to serve in that office until the term shall have expired.

7. Election of the Delegates of the Committee (a representative from each Parish)
(i) The Honorary Police of each Parish shall from time to time elect a delegate from among their number to serve on the Committee for a period of one year from the date of his/her election.
(ii) A delegate shall be entitled to resign by notice in writing to the appointed Secretary.
(iii) The Honorary Police of each Parish shall be entitled to settle the form of the election of their delegate.
(iv) A delegate who is unable to attend a meeting of the Committee shall arrange for another member of his/her Parish force (other than a serving Chef de Police) to attend in his/her stead. While the delegate is absent, his/her colleague shall at the meeting (but not further or otherwise) have all the rights and powers of an ordinary delegate of the Committee.

8. Duties of the Committee:-
(i) The Committee shall meet from time to time as required but shall hold not less than six meetings in a year. Any seven of the Committee at any meeting shall have full power to superintend and conduct the business of the Association, subject always to its decisions being representative of a majority of the Parishes as provided in clause (iii) below.
(ii) On receiving a request from either the Honorary President or the Honorary Vice President or from three delegates the appointed Secretary shall forthwith convene a meeting of the Committee.
(iii) A meeting shall be chaired by the Honorary President or in his/her absence by the Honorary Vice President. Where neither the Honorary President nor Honorary Vice President is present, the meeting shall elect a Chairman for that meeting.

Votes:-

a. One vote to be recorded for each Parish.

b. Every question shall be decided by a majority of votes, this subject to —
   • there being a minimum of seven votes in favour of the proposition; and
   • such votes in favour being votes of members from at least seven of the Parishes.
   Subject as aforesaid, if the votes are equal, the Chair shall have an additional or casting vote;

c. Where the Chair is entitled to such extra vote, it shall where necessary be cast so as to preserve the status quo
(iv) The Honorary Treasurer shall keep a record of all financial transactions and shall present audited accounts together with a report to the Annual General Meeting.

(v) The appointed Secretary shall attend to all correspondence, shall send out notices convening all meetings and shall keep the minutes of all meetings.

(vi) The Committee may establish specific sub-committees comprising members of the Association to deal with particular matters connected with the Aims of the Association.

(vii) The Committee may from time to time appoint a member of the Association to serve in any official capacity that the Committee deems appropriate.

9. Annual General Meeting

   (i) The Annual General Meeting of the Association shall be held during the month of April in each year.

   (ii) Not less than thirty-one days notice shall be given to all members of the Association. A convening notice sent to the Delegates, Chef de Police of each Parish which shall be deemed notice to all members of the Association in that Parish.

   (iii) The order of proceedings at the Annual General Meeting shall be as follows:-

   1. The Convening Notice shall be read
   2. Apologies
   3. Minutes of the last Annual General Meeting
   4. Minutes of the last Extraordinary General Meeting (if any)
   5. Honorary President’s Report
   6. Honorary Treasurer’s Report
   7. Honorary Police Reports
   8. Election of the Honorary President
   9. Election of two Honorary Vice Presidents
   10. Appointment of a Secretary
   11. Election of the Honorary Treasurer
   12. Election of Honorary Auditors
   13. To acknowledge the elected Honorary Police delegates for the twelve Parishes
   14. To acknowledge the elected Honorary Police representatives appointed to represent the Comité des Chefs on its sub groups
   15. To approve the Annual Subscription
   16. Amendments to these Rules
   17. Any other business (any item wishing to be raised must be made known to the Secretary two weeks prior to the AGM)

(iv) Every member of the Association, present at the Annual General Meeting, will be entitled to one vote on any matters on the agenda which may require a ballot, the results of which will be released.

10. Extraordinary General Meetings

   (i) An Extraordinary General Meeting may be convened by the Committee on its own motion and shall be convened by the Committee upon the receipt by the appointed Secretary of a Requisition signed by not less than twenty members, stating the purpose for which the meeting is being requisitioned.
(ii) Where the purpose for which such a meeting is being requisitioned is to propose alterations or additions to these Rules, the full text of such alterations or additions shall be set out in the requisition and the appointed Secretary shall give at least thirty-one days notice of such meeting.

(iii) Subject to Rule 9(ii) hereof the appointed Secretary shall give reasonable notice of an Extraordinary General Meeting specifying the purpose for which it is being called.

(iv) A convening notice sent to the Delegates and the Chef de Police of each Parish shall be deemed to be notice of such meeting to all members of the Association in that Parish.

11. Quorum
An attendance of fifty members shall constitute a quorum at all general meetings. Subject to the provisions of Rule 15(i) hereof, the decision of a majority of all members present and voting shall be binding on the Association.

12. Financial Year
The financial year of the Association shall end on the last day of February in each year.

13. Subscription
Subscriptions shall be agreed annually at the Annual General Meeting and shall be due by the last day of May.

14. Honorary Auditors
Two Honorary Auditors shall be elected at the Annual General Meeting to examine the accounts of the Association and certify whether or not the accounts are correct.

15. Alteration to these Rules:-
   (i) Alterations and additions to these Rules require an affirmative vote of not less than two-thirds of the members present and voting at the General Meeting.

   (ii) Where an alteration or addition to these Rules is to be considered at a meeting, the full text of such alterations and additions shall be set out in the convening notice (should there be numerous amendments, a full copy of the Rules, as amended, will be provided to each officer).