



Meetings and Advisory Council Policy

M1. GENERAL

M1.1 Meetings may be conducted by personal or remote attendance of the participants or by a mixture of methods, as appropriate to the circumstances, at the discretion of the Squire, or, in the case of Advisory Council meetings, the chair of the Advisory Council.

M2. ANNUAL REPRESENTATIVES' MEETINGS

M2.1 Member clubs will be given at least three months' notice of the date and location of the annual representatives' meeting by the Bagman.

M2.2 Any of the following must be received by the Bagman no later than two months before the meeting:

- Nominations for elected officers
- Nominations for Area Representatives
- proposed alterations to the constitution
- formal resolutions for discussion

M2.3 In the case of nominations for elected officers and Area Representatives, each nomination will be accompanied by short biographical details of the candidate, their photograph and the nominating club's supporting statement, no more than 250 words in length.

M2.4 The Treasurer will recommend to the ARM the level of annual subscription for full member clubs, including public liability insurance, and for associate members, including public liability insurance where equivalent cover is not held elsewhere.

M2.5 The Bagman will circulate details of the matters set out above to member clubs no later than one month before the meeting.

M2.6 In the case of elections of officers, member clubs wishing to send their vote to the Bagman in advance, should do so in writing (including by electronic means), to arrive at least seven days before the meeting. Voting in advance will normally only be available for officer elections.

M3. OTHER REPRESENTATIVES' MEETINGS

M3.1 When a representatives' meeting (other than the ARM) has been called, it will normally be held within four weeks and the Bagman will give notice of the meeting at least two weeks beforehand, together with any necessary information.

M4. VOTING PROCEDURE - GENERAL

M4.1 Voting for all matters is normally on the basis of a simple majority of votes cast, except for constitutional amendments and suspension or removal of clubs from membership, where a two-thirds majority of member clubs voting is required; however, if there are more than two candidates for the posts of Squire, Bagman or Treasurer, the alternative vote system¹ is used.

M4.2 Each full member club is entitled to one vote in each election or other matter to be determined. Associate clubs may attend a representatives' meeting, but shall not vote.

M5. VOTING PROCEDURE - ELECTION OF OFFICERS

M5.1 The Bagman will send one ballot paper to each member club with the formal notice of the meeting for use either as a postal vote, if the club is not sending a delegate to the ARM, or as

¹ See the Electoral Reform Society's explanation of the alternative vote system at: <https://www.electoral-reform.org.uk/voting-systems/types-of-voting-system/alternative-vote/>

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a ballot paper at the ARM. In accordance with procedures at Local and Parliamentary Elections, these will be uniquely marked to allow checking and/or reissue as/if required.

M5.2 Reasonable time will be allowed at the meeting for open discussion about the candidates. By convention, the candidates do not speak on their own behalf and are not present during the discussion, of which no minutes are taken.

M5.3 With the consent of the meeting, the Squire will appoint a Returning Officer and a deputy to conduct the ballot and count and may appoint at least two independent scrutineers. None of these shall be current officers of the Morris Ring or candidates.

M5.4 The name of each club submitting a ballot paper will be marked on a voting register. The ballot papers should not indicate the name of the club voting.

M5.5 Postal votes should be enclosed in a sealed envelope bearing the name of the member club on whose behalf the vote is submitted or, if submitted by electronic means, printed and placed in suitably marked envelopes by the Bagman before the meeting.

- The Returning Officer will check to ensure the submitting club has voting rights.
- The club's name will be marked on the register of clubs as having voted.
- The ballot paper will be added to those ready for sorting/counting and the envelope discarded.
- Postal votes submitted in a form other than described above will be treated as spoilt.

M5.6 If there are more than two candidates, the alternative vote system is used:

- Member clubs rank candidates in order of preference by marking 1, 2, 3 etc. Member clubs may rank as many or as few candidates as they wish or vote for one candidate.
- First preference votes are counted first. If a candidate receives more than 50% of the first preference votes, then they are elected.
- If no candidate reaches 50%, the candidate with the fewest first preference votes is eliminated. Their second preference votes are reallocated to the remaining candidates. If one candidate has more votes than the other remaining candidates put together, that candidate is elected.
- If not, the process is repeated until one candidate has more votes than the other remaining candidates put together. This candidate wins the election.

M5.7 In the event of equality of votes or, at the discretion of the Returning Officer, a near equality of votes, the result should first be verified by a recount, to eliminate any doubts or concerns.

M5.8 In later rounds, in case of equality of votes, a higher number of votes in the earliest round gives precedence. In the case of continued equality, the following process² will be adopted:

- The Returning Officer marks a blank ballot paper for each of the two tied candidates, folds them, places them in a suitable receptacle and then draws one ballot "blind". The candidate for whom it is marked is awarded one more vote [in that round only].

M5.9 Announcement of results by the Returning Officer:

- The results of the ballot will be announced to the meeting at a convenient point as soon as the result is known.
- In keeping with the principle of open democracy, the number of votes for each candidate will be given.

² Taken from relevant instructions for Returning Officers in Local and Parliamentary Elections

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- The number of spoiled papers and a summary of the reasons for their exclusion will also be given.

M6. MEETING PROCEDURES

M6.1 So that representatives' meetings may be conducted efficiently and equitably, the following procedures will normally be adopted:

M6.2 Motions will be considered in the order that they appear on the agenda unless the meeting decides otherwise.

M6.3 Motions and amendments will be proposed and seconded.

M6.4 Motions may be withdrawn by the proposer with the consent of the seconder and the meeting.

M6.5 An amendment is a proposal to remove or add words to a motion, not to negate the motion.

M6.6 If an amendment to the original motion is carried, the original motion as amended becomes the substantive motion upon which further amendments may be moved.

M6.7 A representative may move an amendment to their own motion if agreed by the meeting and any seconder.

M6.8 If there is more than one amendment to an original or substantive motion, the amendments will be moved and debated in the order directed by the chair.

M6.9 One or more amendments may be discussed together if the chair considers it expedient but each amendment will be voted upon separately.

M6.10 A representative shall not move more than one amendment to an original or substantive motion.

M6.11 The mover of an amendment has no right of reply at the end of debate on it.

M6.12 Where a series of amendments to an original motion are carried, the mover of the original motion will have a right of reply either at the end of debate of the first amendment or at the very end of debate on the final substantive motion immediately before it is put to the vote.

M6.13 Unless permitted by the chair, a representative may speak only once in the debate on a motion except:

- to speak on an amendment moved by another representative;
- to move or speak on another amendment if the motion has been amended since they last spoke;
- to make a point of order; or
- in exercise of a right of reply.

M6.14 A point of order will be decided by the chair and their decision will be final.

M6.15 When a motion is under debate, no other motion will be moved except:

- to amend the motion;
- to put the motion to a vote;
- to refer a motion to the Advisory Committee for consideration;
- to proceed to the next business;
- to ask that a person to be no longer heard or that they leave the meeting;
- to adjourn the debate;
- to adjourn the meeting; or
- to propose a guillotine motion.

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M6.16 Before an original or substantive motion is put to the vote, the chair will be satisfied that the motion has been sufficiently debated and that the mover of the motion under debate has exercised or waived their right of reply.

M6.17 Excluding motions moved under 6.15 above, the contributions by a representative will relate only to the motion under discussion.

M7. THE ADVISORY COUNCIL

M7.1 The Advisory Council consists the three elected officers, officers elect and all past officers of the Morris Ring, for a maximum of six years following the conclusion of their term of office, together with elected representatives for geographical areas. The purpose of the Council is to advise and assist the Squire and the other elected officers to further the objects of the Morris Ring, to take action in an emergency and any other appropriate matters.

M7.2 It elects its own Chair, who shall not be a currently elected officer.

M7.3 The Squire or the Advisory Council may invite others to assist it, as necessary. Those individuals will not have voting rights in the Advisory Council's deliberations.

M7.4 Area Representatives are elected on a three-year cycle as members of the Advisory Council. They represent member and associate clubs based in the following general geographical areas (shown in the map below), subject to the agreement of individual clubs:

- Eastern
 - Bedfordshire, Cambridgeshire, Essex, Greater London (part), Hertfordshire (part), Lincolnshire (part), Norfolk, Rutland, Suffolk
- North
 - East Riding of Yorkshire, Lincolnshire (part). North Yorkshire (part), South Yorkshire, West Yorkshire
- North West
 - Cheshire, Derbyshire (part), Greater Manchester, Lancashire, Merseyside
- South West & Wales
 - Bristol, Cornwall, Devon, Dorset, Gloucestershire (part), Somerset, Wales, Wiltshire, Channel Islands
- West Midlands
 - Gloucestershire (part), Herefordshire, Shropshire, Staffordshire (part), Warwickshire (part), West Midlands, Worcestershire
- North East
 - Cumbria, Durham, North Yorkshire (part), Northumberland, Scotland, Tyne and Wear
- East Midlands
 - Derbyshire (part), Leicestershire, Northamptonshire, Nottinghamshire, Staffordshire (part), Warwickshire (part)
- South Midlands
 - Berkshire, Buckinghamshire, Greater London (part), Hampshire (part), Hertfordshire (part), Oxfordshire
- South East
 - East Sussex, Greater London (part), Hampshire (part), Isle of Wight, Kent, Surrey, West Sussex

M7.5 The Overseas Bagman will represent non-UK member clubs on behalf of the elected officers, as necessary.

The Morris Ring

Regional Areas



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