



NATIONAL ASSOCIATION OF RETIRED FIREFIGHTERS

West Midlands Fire & Rescue Service Branch.

CONSTITUTION

1. TITLE.

The Branch shall be known as the National Association of Retired Firefighters, West Midlands Fire & Rescue Service Branch.

2. OBJECTS.

- (a) Promote and safeguard the interests of Members.
- (b) Maintain a link of continuity with serving members of the Fire & Rescue Services
- (c) Assist the Service wherever possible, and in particular with the work of caring for and communicating with Members.
- (d) Encourage social activities.

3. MEMBERSHIP.

Membership of the Association shall be open to;-

- 3.1. Former uniformed personnel, whether whole time or part time who have retired or were discharged (other than on grounds of having committed an offence or misdemeanor) from Fire Brigades maintained by Fire Authorities in the United Kingdom, under the Fire Services Acts to date. Every such person joining the Association shall be styled a "Member" with the power to vote at Annual General Meetings and Special General Meetings.
- 3.2. A member may join his local Branch, where such a Branch

exists. However, if that member wishes because of other factors, he/she may become a Direct Member of NARF.

- 3.3. Branches, **at their discretion**, may admit other persons as Associate members who will be entitled to all the rights and benefits afforded to members, providing that they pay the prescribed subscription at Branch, District and National levels.

4. COMMITTEE

The business of the Branch shall be managed by the Branch Committee consisting of a President, Chairman, Secretary, Treasurer, and two members of each Borough Committee (*four in the case of City of Birmingham*)

- (a) The President shall be the Chief Officer of the West Midlands Fire & Rescue Service.
- (b) The two representatives from each of the Boroughs (*four in the case of City of Birmingham*) will be nominated by the respective Borough Committees.
- (c) The Branch Committee should meet not less than three times each year.
- (d) The Chief Officer of the West Midlands Fire & Rescue Service may appoint a Liaison Officer who will be entitled to attend any Branch or Borough meeting.

5. BOROUGH COMMITTEES.

Borough Committees in the West Midlands are;
City of Birmingham
City of Coventry & Solihull
Dudley & Sandwell
City of Wolverhampton & Walsall.

Each Borough will form a Committee which will normally consist of a Chairman, Secretary, and Treasurer and not less than four (*eight in the case of City of Birmingham*) Retired Firefighters.

Borough Commanders may appoint a serving Officer to act as Liaison Officer.

Any Borough Committee may join with one or more Borough

Committees to carry out the functions of the joint Boroughs. When a joint Committee is formed representation on the Branch Committee will be two representatives from each of the Boroughs (*four in the case of City of Birmingham*)

Borough Committees should meet **not less** than three times each year.

6. CONDUCT OF BUSINESS.

Voting at General Meetings shall be by a show of hands, each member will be entitled to one vote. When voting is equal the Chairman will have the casting vote. There is no requirement that the Chairman must have voted originally nor that he has to vote the same way as originally.

The quorum for the Branch Committee shall be **seven members** and the quorum for the Borough Committee shall be **three members** (*six in the case of City of Birmingham*)

7. ANNUAL SUBSCRIPTIONS/ FINANCIAL ARRANGEMENTS.

1. Stoppage from Pension

The Branch Treasurer normally receives a cheque from the Service Pensions Section in May each year covering the Annual subscriptions stopped from member's pensions. He will bank this cheque promptly.

2. Cash Payers

It is the responsibility of each Borough Treasurer to collect cash subscriptions and pass them to the Branch Treasurer **before 1st May** each year. As soon as possible the Branch Treasurer will liaise with each Borough Treasurer to agree the amount to be paid to each Borough representing their allocation of the payments received, after deductions for payments to National and District Funds. If necessary meetings will be arranged to assist agreement.

The Branch Treasurer will make payments to the District Treasurer without delay. The Branch Treasurer will be responsible for the collection of all monies due to the Association and a current Bank Account will be operated in the name of the **National Association of Retired Firefighters (WMFS) Branch.**

He will ensure that the Branch Funds are used solely for the functions of the Branch as defined in item two of the Constitution, or

as directed by the Committee. He will report regularly to the Committee on the current financial situation and will prepare for Audit an Income and Expenditure Account for presentation to the Annual General Meeting.

The Committee shall have the power to delete the name of any member who is more than two years in arrears with subscriptions, providing that due notice in writing has been given to the member in default.

Second Class Railway Fare and reasonable out of pocket expenses may be allowed to members of the Committee attending meetings or other Association business where this has been authorised by the Chairman. If the committee member chooses to use his own vehicle for travel he should be paid the National Associations rate per mile, currently **30p, as at October 2008.**

8. ANNUAL GENERAL MEETING

The Annual General Meeting shall be held at a place and time as determined by the Committee and not less than 21 days notice should be given to each member.

Notice of Motions for consideration or inclusion on the Agenda for the Annual General Meeting must be submitted to the Secretary at least fourteen days before the meeting.

A Special General Meeting may be called at the request in writing of the majority of the Boroughs, City of Birmingham Borough to count as two Boroughs.

9. ALTERATION OF THE CONSTITUTION.

The Constitution shall not be amended except with the approval of two thirds of the members present and voting at an Annual General Meeting or a Special General Meeting.

10. DISSOLUTION OF THE BRANCH.

The Branch shall not be dissolved except by a decision of the Annual General Meeting or Special General Meeting, **due notice of which has been given in accordance with item 8**, and not then if less than two thirds of the members present vote in favour of dissolution. If dissolved it shall be the duty of the meeting to arrange for the disposal of any assets remaining in the credit of the Branch. Any vote thereon will be decided by a simple majority.