



Gurkha Staff & Personnel Support Regimental Association

Charter

November 2018



CHARTER OF THE GURKHA STAFF AND PERSONNEL SUPPORT'S REGIMENTAL ASSOCIATION

TITLE

1. The name of the Association shall be called "The Gurkha Staff and Personnel Support Regimental Association" (hereinafter referred to as "the GSPS RA").
2. The GSPS RA shall be formed in the UK and shall co-locate its headquarters with that of RHQ GSPS or other such location as the Committee may decide.

OBJECTIVES

3. The objectives of the GSPS RA are:
 - a. **Camaraderie.** To foster a strong sense of camaraderie and élan amongst the past and present members of the GSPS and RGR/Regimental Clerks.
 - b. **Reputation.** To preserve, protect and enhance the reputation of the Regiment, by maintaining the highest level of conduct of its members and that of Gurkhas in general.
 - c. **Welfare and Benevolence.** To act as a line of communication between Members in need and the military and other charities providing welfare support and benevolence to ex-servicemen.
 - d. **Antecedent Regimental Clerks.** Maintain the legacy of the previous Regimental Clerks through close cooperation with all the Regimental Associations.

PROSCRIBED

4. Any form of political activity or activity associated with lobbying of politicians or the public by a Member of the Association for whatever purpose that could be construed as being carried out on behalf of the Association or could bring the name of the Association into disrepute is expressly proscribed.

METHODS OF ATTAINING THE OBJECTIVES

5. The Objectives of the Association may be achieved using any, or all, of the following methods:
 - a. **Camaraderie:**
 - (1) By forming and maintaining a central office with a line of communication between serving and past members of the GSPS, RGR Clerks and Regimental Clerks.
 - (2) By printing, publishing and circulating journals, magazines, newspapers, pamphlets or other publications, to keep Association Members informed of the Association's achievements and activities.

(3) Providing financial support to those activities that foster 'esprit de corps' and which serve to preserve GSPS ethos and traditions.

b. Reputation.

(1) Giving assistance to, or for the benefit of, Association Members by way of grant, loan or other approved methods.

(2) Assisting retiring or retired Association Members to find employment.

(3) Making grants to Military or Civilian charities which, in the opinion of the Regimental Association Committee, directly or indirectly, benefit Association Members.

c. Welfare and Benevolence.

(1) Obtaining financial, or other support, for Association Members who have fallen on hard times through appeals to Members, or the public, subscription, donations or supply of goods.

(2) Receiving and administering all funds, donations, bequests or other gifts, provided for charitable purposes to further the objectives of Association.

d. Antecedent Regimental Clerks.

(1) Offering Membership of the GSPS RA to serving or retired personnel who have been a Gurkha Regimental Clerk.

(2) Providing Welfare and Benevolence support to deserving cases approved by the Regimental Association Committee.

MEMBERSHIP OF THE ASSOCIATION

6. Application forms to join the GSPS RA will be held by the Secretary. Completed applications are to be forwarded to the Secretary for action by the Treasurer. There shall be three types Membership of the GSPS RA:

a. Full Members.

(1) All regular, retired and Full Time Reserve Service (FTRS) officers and soldiers who are serving, or have served in GSPS.

(2) Serving or retired personnel who have been a member of Regimental Clerks.

(3) Full members may vote and propose resolutions at Annual General Meetings.

b. Associate Members. Any officer or soldier who has been attached, or seconded to, the GSPS or Regimental Clerks. Associate membership will be confirmed by vote at an Annual General Meeting. Associate members may not vote, propose resolutions or be elected to the Committee.

c. Honorary Membership.

(1) Widows of Full Members of the Association may apply to become Honorary Members.

(2) Honorary Members may not vote, propose resolutions or be elected to the Committee.

7. **Termination of Membership.** Membership of the Association may be terminated as follows:
- a. By a written application by the Member to terminate his/her membership.
 - b. Failure to pay subscriptions over a prolonged period.
 - c. The Regimental Association Committee may terminate the membership of anyone who brings the GSPS RA to disrepute. A member being considered for expulsion will have the right to present his/her case in writing to the Committee.

MEMBERSHIP BENEFITS

8. Full Members are eligible to:
- a. Attend Association functions and meetings.
 - b. Access on-line resources and benefit from the Association's network, collective knowledge and contacts.
 - c. Receive free copy of the annual GSPS Journal.
 - d. Vote at Association meetings.
 - e. Become automatic members of the Gurkha Brigade Association (GBA) and all its benefits.
9. Associates Members are eligible to:
- a. Attend Association functions and meeting. Some functions may require Associate Members to pay a higher rate than Full members.
 - b. Receive the annual GSPS Journal.
 - c. Access on-line resources and benefit from the Association's network, collective knowledge and contacts.
 - d. Become automatic associate members of the GBA.
10. Honorary Members are eligible to:
- a. Attend Association functions and meetings. Some functions may be for Full and Associate Members only in which case Honorary Members may attend by invitation only.
 - b. Access on-line resources and benefit from the Association's network, collective knowledge and contacts.

SUBSCRIPTION

11. The Treasurer shall be responsible for receiving/accounting for annual subscriptions, and the Secretary shall be responsible for the allocation of membership numbers/issuing membership cards. The annual subscription rate shall be set by the GSPS RA Committee. The Committee may recommend an increase/decrease in subscription at the Annual General Meeting (AGM) which, if

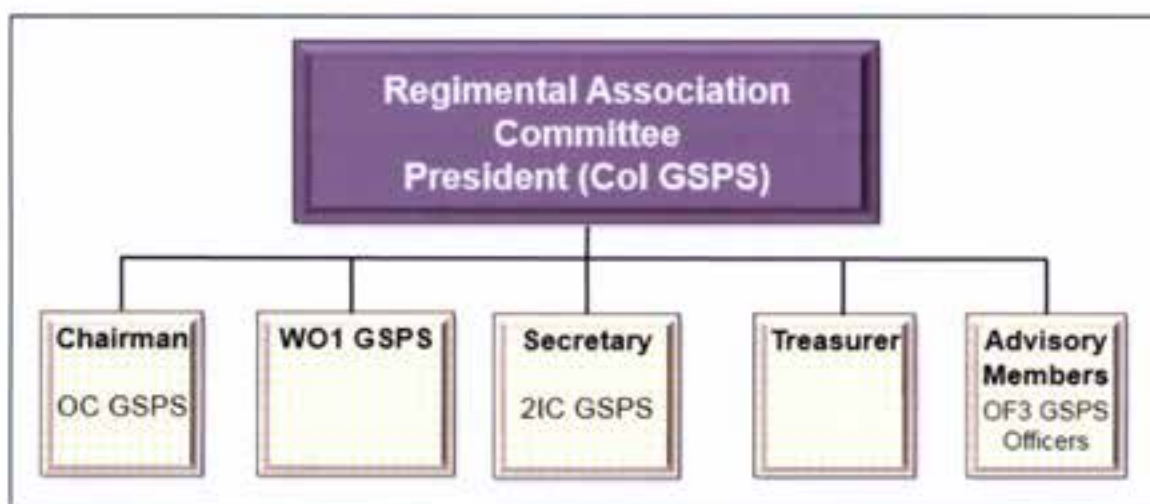
voted in by the majority of Full Members present (a quorum shall be a minimum of 30 Full Members) will become effective in the next Financial Year.

COMMITTEE

12. The Association Committee retains the power to deal with all income and expenses. It shall invest or use such monies at its discretion for the benefits of the Association. Members of the Committee shall not be liable, either individually or collectively, for any losses incurred, provided they have acted with reasonable care and, to the best of their belief, in the interest of the Association, and have taken appropriate professional advice. Subject to any direction received from the general meeting of the Association, the Committee may invite the attendance of members, or other persons, whom they consider would be helpful in their deliberations. Such members, or other persons, shall leave the meeting when the business for which they have been invited is concluded.

13. **Composition.** The GSPS RA shall be managed by a Committee consisting following unpaid appointments.

- a. **President.** Col GSPS.
- b. **Chairman.** OC GSPS. The Chairman shall serve for a term of two years and may be extended for a second term.
- c. **WO1 GSPS.** Nominated by the President or Chairman and shall serve for a term of two years and may be extended for a second term.
- d. **Secretary.** 2IC GSPS. He shall serve for a term of two years and may be extended for a second term.
- e. **Treasurer/Account.** Suitably qualified Regt Acct.
- f. **Advisory Members.** Serving OF3 GSPS officers shall serve as the advisory members of the committee.



14. The President is entitled to attend and vote at meetings. Copies of the Minutes of all meetings shall be sent to the President.

15. At the direction of the Chairman, the Committee shall meet at least once a year, which may be on the same occasion as the AGM.

PUBLICITY

16. The 'voice' of the GSPS RA shall be the President/Chairman. The President will make any press, media or public announcement on behalf of GSPS RA. Such announcements required by Committee members are to be passed to the President/Chairman via Secretary for publication.

NEWSLETTER

17. GSPS RA will produce a Journal annually and should send a copy to the GSPS RA President and GBA Secretary.

FUNCTIONS AND RESPONSIBILITIES OF THE COMMITTEE

18. **General.** The Committee is to implement and administer the general policy of the Association and is responsible for reporting all acts and proceedings of the Committee in an appropriate and timely manner.

19. **Meeting Composition.** The Chairman shall preside over committee meetings, if he is not present a Deputy will be nominated. The nominated committee is as follows:

- a. Chairman.
- b. WO1 GSPS.
- c. Secretary.
- d. Treasurer/Accountant.
- e. Advisory Members 'serving OF3' – if available.

20. The Committee shall have the power to terminate an individual's Membership provided there is sufficient evidence that his/her actions have had an adverse effect on the GSPS RA reputation. The President must endorse the termination before it become final.

21. **The Committee.** The Committee will be responsible for:

- a. Managing the GSPS RA in accordance with these rules and any amendments made to them.
- b. Deciding upon the date, location and format of the AGM. An AGM must be held at least once a year.
- c. Deciding on the investment and disposal of any funds held by the GSPS RA.
- d. Direction to the Secretary, Treasurer and Editor as to content, frequency, cost and distribution of any newsletter, magazine or publication distributed by the GSPS RA.
- e. Deciding rates of subscription, subject to approval from the AGM.
- f. Proposing a programme of activities for RA members' approval.

22. **Chairman.** The duties of the Chairman shall be to:

- a. Liaise with the President to ensure his direction is adhered to.
- b. Co-ordinate the activities of the GSPS RA.

- c. Advise the Committee Members of their duties.
 - d. Ensure that the Branch RA are audited annually by an independent source.
 - e. Liaise with Association members on matters of mutual interest.
 - f. Recommend key decisions on all Association matters.
 - g. Approve the allocation of Association funds within the agreed financial limits.
23. **WO1 GSPS.** The duties of WO1 GSPS shall be to:
- a. Soldiers' voice in all meetings.
 - b. Co-ordinate the activities of the GSPS RA as delegated by the Chairman.
24. **Secretary.** The duties of the Secretary shall be to:
- a. Run the affairs of the GSPS RA on a day to day basis as directed by the Chairman.
 - b. Maintain a record of all Members of the Branch, noting their categories of Membership. These details are to include e-mail and postal addresses, subject to all legal requirements.
 - c. Liaise with GSPS Media rep for annual Journal publication.
 - d. Publish information of forthcoming events (email and post).
 - e. Liaise with the Treasurer.
 - f. Organise the AGM and any Special General Meeting, if required to do so. Take the Minutes and circulate them to Members.
 - g. Coordinate Committee Meetings, take the Minutes and circulate them to Members.
 - h. Organise the Annual Reunion and advise Members of the detail.
 - i. Surrender all Books, Deeds, Documents, Monies and Property held when requested by a Committee resolution or at the end of tenure.
25. **Treasurer.** The duties of the GSPS RA Treasurer shall be to:
- a. Carry out the routine financial transactions.
 - b. Maintain all the accounts.
 - c. Account for all subscriptions from Members once a year.
 - d. Maintain a Bank Account in the name of Association as agreed by the Committee.
 - e. Provide an annual Statement of Account and Balance Sheet for presentation to the AGM or when requested by the Committee.
 - f. Surrender all Books, Deeds, Documents, Monies and Property of the Association when requested by a Committee resolution or at the end of tenure.

- g. Liaise with Secretary (if separately appointed).

GENERAL MEETING

26. **AGM.** An AGM and Reunion shall take place each year on a date and at a place to be arranged. Members are to be provided the full details of the AGM/Reunion at least 28 days before the event. Publication in the GSPS Journal, the Regimental Association website and the RHQ GSPS Intranet site shall constitute sufficient notice of an AGM. A "quorum" will constitute of 30 Members. This is essential if a meeting requires any voting to be taken. The Agenda is to include, but is not restricted to:

- a. Approval of the Minutes of the previous AGM.
- b. Approval of the Annual Report and audited Statement of Accounts.
- c. Election of Members to the Committee.
- d. Any Other Business that has been submitted to the Secretary for consideration at least 14 days prior to the meeting.
- e. Vote on any resolutions proposed by Members.

27. **Special General Meetings (SGM).** SGM meetings may be convened by the Committee to deal with urgent/critical matters. The request to convene a SGM is to be submitted to RHQ GSPS for attention of the Secretary GSPS RA. The Secretary is to give the Members at least 21 days notice of the SGM and provide as much details as practicable. The SGM is to address only the topic for which the SGM has been convened.

ANNUAL REPORT AND ACCOUNTS

28. The financial year of the Regimental Association shall be from 1 April to 31 March. All accounts relating to the Association funds and property shall be prepared, audited and submitted to the President for approval. The accounts and an annual report on the work carried out by the Association during the financial year shall be presented by the Secretary at the AGM with copies supplied to any member who requests them.

APPLICATION OF FUNDS

29. The income of the GSPS RA may be used for the following:

- a. Defraying management expenses.
- b. Expenditure incurred in carrying out business of the Association in accordance with these Rules or any amendments to it.
- c. Gifts, donations or subscriptions approved by the Committee.
- d. Contributions to foster and encourage activities i.e. grants for Reunions, Dinners, Bhela, Families day, adventure training and sports etc.
- e. Paying for the cost and distribution of the annual Journal and Newsletters.
- f. Expenses incurred in pursuance of the objectives of the GSPS RA.

PROPERTY/INSURANCE

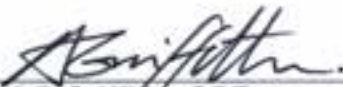
30. Property of the RHQ GSPS shall be maintained on a separate Property Book by 2IC GSPS. RHQ GSPS will contribute towards insuring the GSPS property.

DISSOLUTION

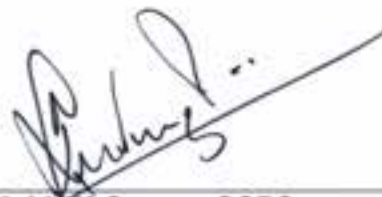
31. The Association may be dissolved by a resolution passed by a two-thirds majority of the Members at an AGM or SGM convened for this specific purpose. All members are to be given 28 days notice of this meeting. The resolution may give instructions for the disposal of any assets held by, or in the name of the GSPS RA, when all debts and liabilities have been cleared. Such property or income derived from its sale shall be donated to or transferred to a charitable institution, or institutions having objectives similar to those of GSPS RA.

AMENDMENT

32. Requests for amendments or additions to this GSPS RA Charter must be submitted in writing to the Secretary at least 28 days before an AGM or SGM is convened. It must give details of the proposed changes and the reasons for the request. The changes to the GSPS RA Charter must be "voted in" by two-thirds of all its full Members at an AGM or SGM before it is accepted. Full members absent on the meeting will have an option to vote either electronically or by proxy. The change(s) will not be ratified until the President has given his approval. Amendments that impact on the GSPS RA's "Charitable Status" will not be considered.



Col A D Griffiths OBE
President



Maj N K Gurung GSPS
Chairman

Dated 8th November 2018