

## STANDING ORDERS FOR GENERAL MEETINGS

These Standing Orders supplement the provisions in the Supporters Direct Rule Book relating to General Meetings. In the case of any inconsistency between the Rules and these Standing Orders then the terms of the Rules shall prevail.

### **1. Order of Business**

The order of business at every ordinary or special meeting of the Society shall be in accordance with the printed agenda of business issued with the notice of the meeting.

### **2. Speaking**

- a) The mover of a motion or amendment shall be allowed 5 minutes in which to state the case. The mover of the motion shall also have the right to reply at the end of the discussion, and in replying shall be confined to answering previous speakers and shall not be permitted to introduce new matters into the debate. 5 minutes shall be allowed for this right of reply after which the motion shall be put to the vote.
- b) In regard to any motion or amendment no other speaker shall be allowed more than 5 minutes.
- c) Every member who wishes to speak shall address the Chair and confine their speech to the subject under discussion.
- d) Whenever the Chair rises during a debate any member then speaking or attempting to speak must resume their seat.
- e) No member shall address the meeting more than once on the same subject except as provided in 2(a).
- f) The Chair may invite an officer or professional advisor of the Society present at the meeting to give a report and/or to respond to any comments or questions raised by a member.
- g) In response to any questions or comments raised by a member, the Chair reserves the right to arrange for a written response to be forwarded to the member in due course.

### **3. Closure of Debate**

- a) "That the question be now put" may be moved on any motion or amendment before the meeting and if seconded, shall at once be put to the vote without discussion. If this is carried, the question before the meeting shall then be put to the vote and decided upon without further delay.
- b) All meetings shall terminate not later than two-and-a-half hours after the commencement time specified in the notice of the meeting.

### **4. Chair of Meetings**

- a) The Chair may call attention to continued irrelevance, repetition, unbecoming language or any breach of order on the part of a member and may direct such member to discontinue their speech.
- b) If the Chair considers that a motion or amendment has been discussed sufficiently, he/she may move that the question be now put, and the motion or amendment shall at once be put to the vote without further discussion.
- c) The decision of the Chair on any point shall be final.