

Appendix 1: Indian Cultural Society Membership (Rules and Regulations)

The Indian Cultural Society (“the Society”) is a community organisation devoted to upholding socio-cultural activities in Cambridgeshire and the East of England region. We foster an open approach and welcome all who would wish to join us. Individuals gain membership voluntarily.

Types of Members

Membership of the Society shall consist of the following types:-

1. **Affiliate Members:** Shall be persons of 18 years or over who shall have no voting rights in the affairs and management of the Society. New members shall join as Affiliate Members and will transfer to Associate Membership if they pay the Autumn Festival subscription. Affiliate Members can attend any and all societal events, adhere to the rules of the Society and attend General Body Meetings.
2. **Associate Members:** Shall be persons of 18 years or over who shall have no voting rights in the affairs and management of the Society (under exceptional situations, these can be waived by consensus of the Core membership). Members are expected to take active participation in the societal activities, adhere to the rules of the Society, and attend General Body Meetings. Associate Members may become Core Members at the third Annual General Meeting of the Society following their joining.
3. **Core Members:** Shall be persons of 18 years or over who are admitted to full membership of the Society and have full voting rights in the affairs and management of the Society. Core Members are expected to actively participate as well as take on operational responsibilities at the societal events. If a Core Member stops paying the Autumn Festival subscription, they will revert to an Affiliate Member status (provided the membership fee is paid), and will transfer to Associate Membership if they start paying the Autumn Festival subscriptions again.

Membership Benefits

ICS membership entails a wide range of benefits. These include:

- The opportunity to attend all societal events/gatherings that are organised throughout the year. These range from socio-cultural occasions like the Spring Festival and *Holi*, to representing the Society in community fairs like the Cambridge Mela. Participation in the cultural programme of the Society's flagship Autumn Festival and representing the Society in external programmes, such as the Cambridge Mela is reserved mainly for Core and Associate Members. New Affiliate Members (in their first year of joining the Society) wishing to participate in the cultural programme of the Autumn Festival may be given some latitude after due consultation with the Management Committee.
- The opportunity to attend all societal meetings including the Annual General Meeting (AGM) to allow members to share their vision, provide input and drive changes.
- The right to apply for suitable posts within the Society, depending on one's interests, skills and participation (Core Members only).
- Opportunities for networking amongst like-minded locals in a home-away-from-home environment as well as participating in and showcasing the rich cultural heritage to the wider community.
- Membership discounts at societal events and gatherings (where available).

The Membership Contract

Application for membership can be done through the website or via e-mail.

The annual membership will run from one AGM to the next. The current annual subscription stands at £20 per family and £10 for individuals. A family is considered to be composed of two persons over the age of 18 (and any number of persons under the age of 18). Membership subscriptions will be due for any additional members in a family over the age of 18, who wish to participate as Core Members of the Society.

All annual subscriptions are due on the day of the AGM without demand (except the first subscription of a new member which is payable on joining the Society and will not be prorated).

Core and Associate Members undertake to pay the Autumn Festival (Sharodutsav) subscription, irrespective of whether they are able to attend the event. Affiliate Members wishing to participate in multiple societal events will be encouraged to upgrade to Associate Membership. There may be additional subscriptions required for attendance at all other events that are organised throughout the year.

Any member wishing to cancel their membership must inform the Society of their intention by providing a notice, in writing by letter or email.

By proceeding with the membership application, one is affirming that, as a member of ICS, one will respect the ethos of the Society, be committed to the continuous development of the Society and will strive not to act in a manner that may be detrimental to the interest of the Society.

As part of that commitment, members will be expected to participate in at least 50% of the meetings and as many of the events as possible. The Society will nevertheless be mindful of various constraints, including long distance, ill health, infirmity or age which may preclude members from meeting this expectation.

As a member (unless categorically stated otherwise), one agrees to be included in the Google group email list of members and receive communication regarding meetings/events or participate in ongoing discussions. The Society would expect all members to be sensitive to propriety in language, generally acceptable norms of civil behaviour and refrain from violating such norms in any communiqué through this forum.

The Society reserves the right to increase the membership fee and Autumn Festival (Sharodutsav) subscription on an annual basis, if deemed necessary.

Discipline of members

Any member whose conduct, whether within the Society or elsewhere, may be perceived or deemed to bring the standing of the Society into disrepute, may, at the discretion of the Committee, have their membership refused, suspended or terminated. The Committee shall aim to reflect wider views of the general membership when exercising such judgement.

The Committee shall take immediate note of any such actions and caution the member about the Societies concerns. In case a formal complaint is made against such actions by other members of the Society or by persons or organisations outside of the Society, the Committee shall be required to call a disciplinary hearing of the full Committee as soon as reasonably

possible.

The General Secretary must inform the member in question of the time and place of the said disciplinary hearing and the nature of the complaints against him in sufficient time to afford him a proper opportunity of offering his explanation. The member must be allowed to offer an explanation of his/her conduct verbally or in writing.

At the hearing, the Committee must caution the member in question and may expel or suspend from the privileges of membership for such period as they may decide appropriate and proportionate. The decision of the Committee must receive the sanction of the majority of those present at the disciplinary hearing. Any member considering himself aggrieved further to this hearing shall have the right to appeal to an Arbitration Sub-Committee whose decision shall be final. The Arbitration Sub-Committee shall be selected from long-standing members of the Society. Any such appeal must be made in writing to the General Secretary within 7 days of the decision of the Committee being notified to the member, and the appeal shall be heard as soon as is reasonably practicable thereafter.

Effect of disciplinary action or resignation

On ceasing to be a member of the Society a person forfeits all right to and claims upon the Society, its property and funds.

Any member who is suspended or expelled shall be entitled to be a visitor or a guest in the Society events but shall forfeit all his rights and privileges under these rules and if suspended shall remain liable to pay his subscription during his suspension. If the member is in office or on the Committee, he shall vacate his office forthwith.

Data Protection and use of Personal Data

The personal data of an applicant will be used to process membership applications. Members consent to their data being used for advertising, evaluation and analytical purposes, and to administer membership. Pictures and videos featuring members or their family may be uploaded on to the societal website and other social media platforms and be available for public viewing. A member's email address will be accessible to other members. If a member does not wish for their participation to be publicly visible through the societal platforms, the Management Committee should be informed in writing before the specific social event that the member and their family attend. The Committee cannot be held responsible for any material in which a member or their family are inadvertently or unavoidably included for advertisement or evaluation purposes, unless consent has been

explicitly revoked prior to the event.

The Society shall not pass members' data to any third party, unless required to do so by law.

I am/We are

Affiliate Member(s) Associate Member(s) Core Member(s)

Signature(s): Date:

..... Date:

Full Name(s):

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Address:

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