Wolverhampton Photographic Society

The WPS Rules & Constitution

1. The Society's name is "Wolverhampton Photographic Society" (WPS).
   a) WPS is affiliated to the Photographic Alliance of Great Britain (PAGB) through its Membership of the Midland Counties Photographic Federation (MCPF) and as a result is covered by their insurance.

2. The main aim and objective of WPS is to further the study and practice of photography in all its genres.
   a) Membership is open to anyone aged 18 and over if they are interested in photography, both as an amateur or on a professional basis.
   b) Any visitor under the age of 18 shall be deemed a 'Young Person' and must be accompanied by a parent, guardian or other appropriate adult.
   c) It is a condition of WPS membership that all members comply with the WPS R&C at all times and support the interests, aims and objectives of WPS.
   d) Various photographic competitions are organised by the Internal Competitions Secretary and the rules for these are published on the WPS web site.

3. WPS meetings are held on Tuesdays from 7.45pm to 10.00pm, from September until the following May. There are two options for membership:
   a) **Full Membership:** Provides the full benefits of membership including no door fees, entry to internal and external competitions, free access to specified workshops and events, voting rights and the option to stand as a member of the WPS Committee. The membership fee may be paid in twelve instalments by standing order on the 1st of each month, or as a single payment in September. The annual membership fee will be set at each AGM.
   b) **Associate Membership:** Provides the option for non-photographer husbands/wives/partners etc. or for those who do not intend to enter competitions or who cannot attend on a regular basis but enjoy the social aspect of becoming a member. A one-off and lower membership fee is paid and at each attendance a door fee is payable. These fees are set at each AGM. Certain other events may also carry a charge or fee. Associate members can opt to receive newsletters but have no voting rights at an AGM and they may not stand as WPS Committee members.

4. The WPS financial year starts on 1st September and ends on 31st August the following year.

5. An Annual General Meeting (AGM) shall be held before the end of May each year.

6. The Treasurer shall keep an accurate record of all WPS income and expenditure and prepare a statement of accounts to be presented at the AGM. A duly appointed person shall confirm their accuracy.

7. Committee Matters:
   The affairs of WPS shall be managed by a minimum of 5 and maximum of 8 Elected Executive Officers, collectively known as the WPS Committee who shall ensure the following roles are undertaken:
   • Chair • Treasurer • Committee Secretary
   • Programme Secretary • Internal Competitions Secretary
   • Audio, Visual & Projection Secretary
   • Marketing & Website Secretary • Membership Secretary
   • Social Events Coordinator
   • External Competitions Secretary
   a) Role Profiles of the Elected Executive Officers are published on the WPS web site.
   b) Some of the roles may be shared, doubled-up or co-opted as and when necessary.
   c) A total of no more than 4 members may be co-opted onto the committee as and when required to assist with routine tasks or special projects. Co-opted members may be invited to attend and contribute to committee meetings when necessary. A co-opted member does not have voting rights.
   d) The Chair of WPS cannot also hold the office of Treasurer.
   e) At all WPS Committee meetings, a minimum of 5 Elected Executive Officers shall form a quorum.
   f) At the discretion of the committee, those standing for a position as Executive Officer should have been WPS members for at least 2 full seasons at the date of the relevant AGM.
   g) Nominations for the positions of Chair and Vice Chair are chosen by the WPS Committee and their choice will be presented to the membership at an AGM or Extraordinary General Meeting (EGM) for ratification.
   h) The office of Chair is for a period of 2 years, after which the Vice Chair will become Chair.
   i) The WPS Committee, other than the Chair and Vice Chair, shall stand down at each AGM.
   j) All nominations for committee members (other than for the Chair and Vice Chair) must be proposed and seconded, in writing, by non-committee members. Nominations must be received by the Committee Secretary not later than 2 weeks prior to the forthcoming AGM at which elections will be held.

8. AGM or EGM voting shall be on a majority basis and proven by either a show of hands or anonymous voting slips.
   a) Bona-fide proxy voting is permitted provided a proxy vote is submitted in writing or by email to the Committee Secretary at least 2 days before the relevant AGM.
   b) In the event of a vote resulting in a tie, the Chair shall have the casting vote.

9. A group of not less than 10 WPS fully paid-up members may request in writing that the WPS Committee convene an EGM, clearly stating the agenda of the requested meeting.
   a) The EGM must take place within 28 days of the request having been made.
   b) The WPS Committee may call an EGM at any time.

10. Resignations & Leaving WPS:
    a) A WPS committee member may resign from the committee by informing the Committee Secretary in writing of their intention to do so. However, they are expected to remain in-post until the season's AGM to ensure the cohesive and harmonious running of the committee and WPS as a whole.
    b) Members may leave the WPS at any time but are expected to honour any outstanding subscriptions and fees due at the date of their leaving.

11. Behaviour & Disciplinary Matters:
    a) If any form of dispute arises between members, or between members and a committee member, those involved will firstly undertake to settle the matter amicably between themselves.
    b) If this is not possible, the parties will be invited to submit their grievances in writing to the Committee Secretary who will acknowledge their receipt in writing without delay.
    c) Any involved members and/or committee members will cease any official WPS duties until the matter is resolved. This includes attendance at meetings and events so as not to disrupt the running of WPS.
    d) The WPS Committee will meet within 14 days to review the written grievances and will attempt to resolve the matter in an open, honest, fair and transparent manner.
    e) If this is not possible the WPS Committee will, to the best of its ability, carry out an appropriate form of mediation dependent upon the nature and seriousness of the matter to achieve a satisfactory resolution. Any decision made by the WPS Committee or the mediation process shall be deemed as final, subject to Clause 11(f).
    f) A written appeal against a behavioural and/or a disciplinary decision may be submitted to the WPS Committee within 5 working days. Upon receipt of the appeal, three WPS non-Committee members shall be chosen at random to form an appeals sub-committee to independently review the case. The sub-committee shall then decide in favour or against the appeal and the WPS Committee must accept their decision as full and final. The outcome will then be confirmed in writing to the appellant by the Committee Secretary without delay and the matter will then be deemed to be closed.
    g) WPS should not and will not tolerate unacceptable or anti-social behaviour in whatever form. The WPS Committee has absolute authority to expel any member or visitor that seriously infringes the WPS R&C or whose conduct or behaviour is, in the committee's opinion, harmful or inappropriate to the good name and reputation of WPS and its members.
    h) Expulsions shall be permanent.

12. If WPS ceases to be viable then it must follow a process of dissolution as set out in the WPS Sunset Clause. The Committee Secretary holds copy of this document.

13. WPS follows the protected characteristics of the UK Government's Equality Act 2010 which are: Age, Disability, Marriage & Civil Partnership, Gender Reassignment, Race, Religion or Belief, Sex and Sexual Orientation.

14. The WPS GDPR Compliance Policy is updated annually and published on the WPS web site.

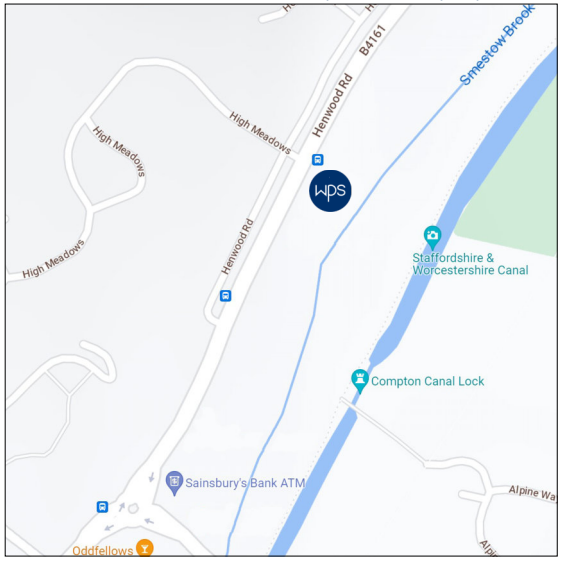
15. Neither WPS or the WPS Committee may be held liable for any type of injury to the person or any loss or damage to the property of a member or visitor. This includes theft of, or damage to, any equipment used during a WPS internal or external event however caused.

16. Alterations and/or amendments to the Wolverhampton Photographic Society's Rules & Constitution may only be proposed and ratified at an AGM or EGM.

Wolverhampton Photographic Society

WPS Committee 2026 - 2027

General Enquiries:	**wps@wolverhamptonps.co.uk**
Chair:	**Rob Cowell** chair@wolverhamptonps.co.uk
Committee Secretary	**Alan Lawrence** 01902 607307 secretary@wolverhamptonps.co.uk
Treasurer:	**Victoria Parkes** accounts@wolverhamptonps.co.uk
Programme Secretary:	**Carol Bailey** events@wolverhamptonps.co.uk
Internal Competitions Secretary:	**Mike Piper** wpscomp@wolverhamptonps.co.uk
Audio Visual and Projection:	**Gordon Uprichard** tech@wolverhamptonps.co.uk
Web Site:	**Rob Cowell** marketing@wolverhamptonps.co.uk
Membership:	**Carol Bailey**
Marketing:	**Gavin Rhodes & Vanessa Sparkes**
External Competitions:	**John Holt** ecomp@wolverhamptonps.co.uk ecomp@wolverhamptonps.co.uk



Courtesy of Google Maps

v- 01/09/2026

Benefits of membership include ...

- An interesting programme of events and presentations from established photographers
- Exchanging ideas and learning new skills with a group of like-minded people having the same interests as yours
- Viewing, or taking part in, our internal competitions and formal national competitions
- Access to regular workshops which focus on specific techniques or types of photography
- Being able to participate in organised club visits
- Improving your enjoyment of photography in an encouraging, friendly and social environment

When and where ...

Every **Tuesday evening** starting on **1st September**. We have a break at Christmas and close our season on **11th May** with our annual awards and Presentation Dinner. Meetings start at 7.45pm until 10.00pm.

We meet at: *Windmill Community Hub,Henwood Road, Compton, Wolverhampton WV6 8PG*

There is a gravel car park and parking along the road, level access to the entrance and a cafe style area. Parking is also available at the nearby *Sainsbury's* car park.

Our annual membership fees ...

Membership: £13.00 per month

There is a door fee of £5.00 for non-members/guests/affiliates which is a contribution towards our running costs. Some premium events require a ticket to be purchased or attract a door fee for all those attending.

Find out more ...

Visit our website:
www.wolverhamptonps.co.uk

Contact us by email:
wps@wolverhamptonps.co.uk

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RULES & CONSTITUTION

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