GYUP Membership Policy

Great Yarmouth Unity Project

Agreed at the Directors' meeting on 18 September 2026

1. Purpose and status

This policy sets out who may become a member of GY Unity Project (GYUP), how to apply, what membership involves, and what information GYUP keeps about its members. It is published so that prospective members can see how to join and on what terms.

The policy does not amend GYUP's Articles of Association. It records how the Directors exercise the discretion the Articles already give them, principally under Articles 7, 11, 27, 28 and 39.5. Where this policy and the Articles differ, the Articles prevail.

2. Who can be a member

Membership is open to:

- individuals; and
- not-for-profit bodies of one of the following types: Community Interest Company, Charitable Trust, Charitable Incorporated Organisation, Constituted Community Group, or Community Benefit Society or Co-operative.

Organisations operating for private profit are not eligible. This follows GYUP's own not-for-profit character under Article 4 and the coalition of individuals and VCSE organisations described in the objects at Article 5.

Individuals who work for or run a business are welcome to join in a personal capacity and hold the voting rights of an individual member. Their business does not thereby become a member, and a member listing a business or professional website is not endorsed by GYUP.

Attending a GYUP weekly meeting, or being in the community WhatsApp groups, does not make someone a member. Membership is a deliberate, recorded step.

3. Member organisations and Authorised Representatives

Where the member is an organisation, the organisation itself is the member. The individual named on its registration is its Authorised Representative for the purposes of Article 39.5, and acts for the organisation — including casting its vote — but is not personally a member by virtue of that role.

Because registration is submitted electronically, it constitutes the notice in writing required by Article 39.5. An organisation wishing to change its Authorised Representative notifies webmaster@gyup.org and the record is amended.

Under Article 39.5 an Authorised Representative may exercise, on the organisation's behalf, the same powers the organisation could exercise if it were an individual member, and has the same voting rights. The appointment continues until GYUP receives notice in writing to the contrary.

A person who is both an individual member and the Authorised Representative of a member organisation holds the vote attaching to each, but may stand as a candidate in one capacity only.

4. How to apply

Applications are made through the registration form at gyup.org. That form is the application form required by Article 27.4. Registration is an application: membership begins only on approval by the Directors under Article 27.3.

Applicants are asked for the information GYUP needs to maintain its register (see section 6) and, where applying as an organisation, the organisation's name and registered number.

Article 27.4 requires the application to be executed by the applicant. The registration form requires the applicant to positively affirm agreement to the terms shown, and to verify the email address given, before the application is processed. Taken together these constitute execution for this purpose.

The guarantee

Under Article 7 the liability of each member is limited to £1, being the amount each member undertakes to contribute to GYUP's assets if it is wound up while they are a member, or within one year after they cease to be one. The amount is trivial but the obligation is real, and the registration form is where members are told of it.

5. Approval of applications

By resolution of the Directors on 1 September 2026, made under Article 11, the preliminary checking and processing of applications is delegated to the website administrator. A list of applicants so processed is placed before the Directors for approval under Article 27.3 at the next meeting following registration.

The decision to admit is the Directors' decision at that meeting. A person becomes a member on the date of the meeting that approves their application, and that is the date recorded on the register.

All memberships registered before 1 September 2026 were approved and ratified by that resolution, and take 1 September 2026 as their date of admission.

Between registering and being approved, an applicant holds an active account on gyup.org but is not a member and holds no membership rights.

Where an application is not approved, the applicant is told, the decision and its reasons are recorded in the minutes of the meeting, and the account is closed. Nothing about a refused application is retained on the applicant's record, and the account is deleted 30 days after the decision.

6. The register of members

Article 49 requires the Directors to comply with the Companies Acts as to maintaining a members' register. The register records, for every member:

Entry	What is recorded
Name	The member's full name; for an organisation, its registered or constituted name and, where it has one, its registered number

Entry	What is recorded
Address	For an individual, their home address; for an organisation, its registered office or principal address
Date of admission	The date of the Directors' meeting that approved the application
Date of cessation	Where applicable, the date the person or organisation ceased to be a member

Directors appear on the register because they applied and were approved in the ordinary way, not by virtue of holding office.

Members must keep their own name and address up to date through their account on gyup.org. Organisations notify changes to webmaster@gyup.org.

Where the register is held, and who can see it

The register is maintained on gyup.org and can be produced in full at any time. Three levels of access apply:

- **Public member list.** A summary listing of members, published on the website so that the coalition is visible. It shows names and member organisations only. Addresses never appear on it.
- **Directors.** Directors have access to the full register, including addresses and dates, through the directors' area of the website.
- **Statutory inspection.** Members have the right to inspect the register free of charge. Others may request access on payment of the prescribed fee, and must state the purpose of their request; GYUP may refuse a request that is not for a proper purpose, or apply to the court. Requests go to webmaster@gyup.org and are answered within the statutory period.

7. Ending membership

Membership is not transferable (Article 28.1). Under Article 28.2 membership is terminated if the member dies or ceases to exist, otherwise in accordance with the Articles, or by expulsion.

Expulsion

A member may be expelled by a resolution of the Directors, passed at a meeting at which at least half the Directors are present, on the ground that their continued membership is harmful, or likely to become harmful, to the interests of GYUP.

The member must be given at least 14 clear days' notice that the resolution is to be proposed, specifying the circumstances alleged to justify expulsion, and a reasonable opportunity to be heard by the Directors or to make written representations to them. A member expelled in this way remains liable for any sum owed to GYUP.

Resignation

Article 28 makes no express provision for voluntary resignation. Where a member asks to leave, the Directors will close their account and record them as having ceased to be a member from that date.

The former member's entry

A former member's entry — name, address, date of admission and date of cessation — remains on the register for ten years from the date they ceased to be a member, after which it may be removed. Their account on gyup.org is closed and carries no membership rights during that period.

This applies however membership ends: expulsion, resignation, dissolution of a member organisation, or death.

> *Correction to the paper agreed 1 September 2026: that paper proposed removing a resigning member from the register. That is withdrawn — a former member's entry stays on the register for the period above.*

8. Data protection

GYUP holds members' personal data in order to maintain its register of members, to administer membership, and to communicate with members. Keeping the register is a legal obligation.

Members' addresses are not published and are not shared outside GYUP except where GYUP is required to disclose them under the statutory inspection right described in section 6.

Data for refused applications is deleted after 30 days. Data for former members is retained for ten years as set out in section 7, and deleted thereafter. Members may ask what GYUP holds about them at any time by writing to webmaster@gyup.org.

9. Review

This policy is reviewed by the Directors annually, or sooner if the Articles change or if experience shows it needs amending. A companion Director Election Policy, restricted to members, deals with the appointment of directors.

Adopted by the Directors on 21 September 2026. Next review September 2027