

Adoption of Rule changes Annual Conference 2026

Rule 8 - Additional members

(d) Corporate Member

- (i) Corporate Membership is available to limited companies and limited partnerships. Such an entity will nominate an individual to represent it, which it may change at any time, but the membership is that of the limited company or limited partnership.
- (ii) Corporate Membership shall only remain active and valid provided that (as an exception to Rule 11) the annual membership fee is received and paid in full by such date as the Executive Council will prescribe. Failure to pay it by that date results in the immediate cessation of membership and all associated benefits.
- (iii) Neither the corporate member nor the individual representing it shall have:
 - (a) any voting rights at Branch, District or National levels, nor are eligible to stand for or hold any office within the Federation
 - (b) the right to receive legal help contributions, legal defence costs, or any other form of legal indemnity from the Federation in accordance with any Appendix or otherwise.
- (iv) The benefits and entitlements of corporate membership may be changed at any time by the Executive Council in its discretion despite any other Rule.
- (v) The fee for corporate membership will be determined annually by the Executive Council in its discretion to take effect at the same time as any other fee changes authorised under Rule 11 or in the absence of any such at the appropriate time annually.
- (vi) A corporate member may be upgraded to Full Membership under Rule 5(a)(iii) provided it meets the relevant eligibility criteria and at the discretion of the Executive Council. Any such upgrade is subject to an application process and an upgrade fee (which may be individualised) to be determined by the Executive Council at the time of the request.
- (vii) If a corporate member ceases to trade or becomes insolvent or subject to a voluntary arrangement with its creditors or any similar process whether voluntary or compulsory, its membership ceases immediately and cannot be transferred.

Rule: 5

(a) Subject to the provisions of these Rules, full membership of the Federation shall be available to those persons described in Rules 5 (a) (i) to (iii) – below:

(i) Any person, who trades as a retail Independent Business either as a sole proprietor or as a partner with an active financial interest as defined by Executive Council with a maximum of two full members per place of business or one full member and one full partner member per place of business.

(ii) Any manager of a retail Independent Business applying for membership with the knowledge of the owners, provided that there shall not be more than one member in respect of each place of business.

(iii) Subject to having been first a corporate member admitted under Rule 5(b) (unless already a full member when that wording was inserted). A Limited liability company carrying on the business of Independent RETAIL. In any such case, the company shall nominate directors (maximum of two) to exercise the privileges of membership on its behalf. The membership shall be that of the company, but the nominated directors shall be entitled to stand for office and, in all other respects, to deal with the Federation as if the membership were his own.

Such members are entitled to full Federation Benefits on payment of the full fee and be eligible for participation up to national level.

(b) 'Limited companies and limited partnerships may be admitted as 'corporate members' in accordance with Rule 8(d) if approved in its discretion by the Executive Council.'

(c) 'No member of any category shall have more than one membership and/or vote nor operate more than 15 shops/sites. All shops operated (including controlled) by (a) any individual, whether directly or indirectly and owned or controlled personally, through corporate vehicles or by any other route; and/or (b) all associated companies (within the meaning of section 18E(4) Corporation Taxes Act 2010), count towards this total. Every member's vote shall be in respect of the first shop registered (unless/until changed in accordance with the procedures of the Federation) and Rule 5(e) applies to any shops beyond that one.'

(d) Applicants for membership shall be over age 16 years and shall not engage in any trade of a dangerous nature.

(e) Any Full member who ceases to trade may remain a member for a period of six months; the relevant fees being paid direct to Head Office. If after this period he/she is still not trading, his/her membership will cease and he/she will relinquish any district or national post held.

Elections will be held for the relevant positions according to the rules and procedures of the relevant bodies. Provided he/she has completed 10 years continuous membership,

(Full or Partner), he/she would have an opportunity to become a life member with the participation to District Council level not above this level except where specifically allowed elsewhere in these Rules.

(i) Any member who ceases to trade and becomes a Life Member following

10 years continuous service but then begins to trade again will have his/her membership classed as Continuous and any such member will be entitled to Full Federation benefits subject to payment of the Full Federation fee.

(f) Any member with additional qualifying shops i.e. a second or subsequent shop owned by that member may, subject to payment of the appropriate fees, apply for multiple membership for those subsequent shops, which if approved by the Federation would qualify for those benefits and privileges as appropriate to multiple members but without voting rights.

(g) Any Member may nominate any relative to represent him/her at Federation meetings conditionally that such relative assists or works in the member's business. That said nominee's name shall be forwarded to the Branch Secretary or District President (where there are no branches) who shall also be officially instructed in writing of any change of representation. Every member shall be entitled to one vote only. Such nominated representative can hold Branch Office but is not eligible for District or National Office.

(h) Members may withdraw from membership on three months' notice in writing to the Head Office.

Rule 14(i)

Resolutions and alterations to Rules for Annual Conference must be received by Head Office 10 weeks prior to the date of Annual Conference and may come from any Branch, District Council, or the Executive Council. NFC can also submit motions subject to the approval of the Executive Council.

Rule 19

- Cheques or electronic bank payments up to £4,000 Any two signatories from the National President, *Appointed Officer/s*, Head of Finance, Senior Line Manager or National Trustees.
- Cheques or electronic bank payments of £4,000 – £10,000 Any one of: *Appointed Officer/s*, Senior Line Managers or Head of Finance plus one National Trustee or any two National Trustees.
- Cheques or electronic bank payments over £10,000 any two National Trustees.

Trustees should check that the purchase orders relating to payments are not signed by any person with a vested interest or by one person in two capacities

The bank books shall be held by the Head of Finance but shall be open to the inspection of the National Trustees at all reasonable times.

Tidy Up Rules

Rule 6

All candidates for membership must sign the requisite Application form, a copy of the Additions and Lapsed Members shall then be forwarded monthly to the President and Secretary of the Branch or District to which the proposed candidate will belong, subject to a Confidentiality Form being signed and submitted to the Membership Services Support Manager at NFRN Head Office. A decision by the Branch or District must be given within the following six weeks, the applicant shall be informed that he/she is accepted. A rejected candidate will have the right to appeal to the Executive Council.

Rule 13

After every Branch AGM if there are any official changes, then handover by the outgoing officials must be done efficiently and transparently. Transfers of all documents, banks and cheque books must be commenced within the first 4 weeks and completed within a 3-month period. Failure to comply will result in voluntary funds being put on hold and Executive Council to act and resolve the matter.

Rule 21 b)

(b) The Appointed Officer/s shall appoint to each District Council or group of

District Councils a full time Membership Services Manager and the relevant number of Membership Development Executives as required to support the Membership as may be deemed necessary by the Executive Council and lay down the terms and conditions of their employment and control their work.

Rule 21(j)(i)

(j) Nominations for office will only be taken from the floor of District AGMs:

(i) where there are insufficient pre-notified candidates to fill the vacant positions, or (ii) in the event of a nominated candidate's incapacity to take office. Otherwise, all candidates for election at District meetings must submit their nomination (and in the case of Executive Council, their National Office

Declaration Form and Supporting Evidence), to the Membership Services Manager, a minimum of 21 days in advance of the meeting. Candidates for National Office elected from

the floor must submit their National Office Declaration Form and supporting evidence to the Membership Services Support Manager at Head Office within 21 days of the meeting.

Rule 23 a)

The President shall be installed at the conclusion of the Annual Conference business. He/she shall act as Chairman at all meetings of the Executive Council and shall be paid an honorarium linked to the fluctuations in the cost of living index based on £10,000 at 31 December 1999, during his/her year of office, exclusive of travelling and other expenses. In addition, the President shall be reimbursed for travel and hotel costs of his/her spouse whilst attending official District visits and Annual Conference