

# Glyncoli Allotment Society Constitution

## **A**     **NAME**

The group's name is Glyncoli Allotment Society.

## **B**     **THE PURPOSES OF THE GROUP ARE**

1. To promote, protect and preserve an allotment community at Glyncoli Allotments.
2. To support and encourage the pursuit of gardening as a healthy recreation for the social welfare of our members and the wider community, with the objective of improving their quality of life.
3. To contribute to healthy living through open-air physical activity and the cultivation of natural food produce, flowers and fruit trees.
4. To foster community fellowship and social relationships between Members.

## **C**     **CARRYING OUT THE PURPOSES**

In order to carry out the purposes, the Committee has the power to:

1. Raise funds, receive grants and donations.
2. Buy or sell property, take on leases and employ staff.
3. Co-operate with and support other groups with similar purposes.
4. Do anything else within the law which is necessary to achieve the purposes.

## **D**     **MEMBERSHIP**

1. The Committee may admit to membership anybody aged 18 and over who supports the purposes of the group. People who wish to become a member should apply to the Committee. The Committee will keep an up-to-date membership list.
2. The Committee may expel someone from membership, provided it is in the best interest of the group to do so, and they are given the right to be heard by the Committee before the decision is made. They can be accompanied by a friend.
3. The Committee may refuse membership to any individual or organisation if in their reasonable opinion that individual or organisation being a Member would be harmful to the Society.

## **E**     **ANNUAL GENERAL MEETING - AGM**

1. The AGM must be held every year, with 14 days' notice given to all members telling them what is on the agenda.
2. There must be at least 8 members present at the AGM.
3. The Committee shall present the annual report and accounts.
4. Any member may put themselves forward for election as a committee member at the AGM.

5. Every member has one vote.
6. Members shall elect between 3 and 10 members to the Committee. They will retire at the next AGM and may stand for re-election.

**F**     **COMMITTEE**

1. The Committee shall hold at least 3 meetings each year.
2. At least 3 Committee members must be at a committee meeting to be able to take decisions. Minutes shall be kept for every meeting.
3. The Committee must keep accounts which may be viewed by any member on request.
4. During the year, the Committee may appoint up to 2 extra members onto the Committee who will stand down at the next AGM but are eligible for re-election.
5. The Committee may make reasonable additional rules for the proper conduct and management of the group. These rules must not conflict with this constitution or the law.

**G**     **MONEY**

1. Funds must be held in the group’s bank account. All cheques must be signed by committee members.
2. Funds cannot be used to pay committee members except to refund legitimate expenses.
3. Funds and property must only be used to further the aims of the group.

**H**     **SPECIAL GENERAL MEETINGS**

Special General Meetings may be called by the Committee for the following reasons. All members must be given 14 days’ notice and told what change is proposed.

1. **Changing the Constitution** - The constitution may be changed by a two thirds majority of members present and voting at a Special General Meeting.
2. **Emergency Special General Meetings** – to allow the members to decide on important issues.
3. **Winding up** – the group may be wound up by a two thirds majority of members present and voting at a Special General Meeting. Any money or property remaining after payment of debts must be given to a group with similar (charitable) purposes.

This constitution was agreed at the Inaugural General Meeting of The Glyncoli Allotment Society on \_\_\_/\_\_\_/\_\_\_

Signed: \_\_\_\_\_ Position: Chair Date: \_\_\_/\_\_\_/\_\_\_

Signed: \_\_\_\_\_ Position: Treasurer Date: \_\_\_/\_\_\_/\_\_\_

Signed: \_\_\_\_\_ Position: Secretary Date: \_\_\_/\_\_\_/\_\_\_