

LAVANT HORTICULTURAL SOCIETY

CONSTITUTION AND RULES

Name

- 1 The Name of the Society is "Lavant Horticultural Society".

Aims

- 2 The aims of the Society are to encourage interest in and provide instruction and advice on horticultural matters generally.

Officers and Committee

- 3 (a) At each Annual General Meeting a Committee is elected for the coming year. The Committee shall consist of a Chairman, Honorary Secretary and Honorary Treasurer as Officers of the Society and not less than two other members. Any member of the Committee may resign from office by giving at least one month's notice to the Chairman and to the Honorary Secretary. On the resignation of an Officer of the Society, the remaining members of the Committee shall appoint another of their number to take that Officer's position. Otherwise, the members of the Committee shall hold office until the conclusion of the next Annual General Meeting.
 - (b) The Chairman of the Society will chair meetings of the Committee. In his absence, a member of the Committee who is present will be appointed by the meeting to chair that meeting only.
 - (c) Voting at Committee Meetings shall be by show of hands. In the event of a tie in votes, the Chairman of the Meeting shall have a second or casting vote. A quorum shall be three members of the Committee, including at least one Officer.

Management

- 4 (a) The affairs of the Society shall be managed by the Committee, which shall exercise all the powers and authorities of the Society.
 - (b) The Committee may apply the funds of the Society for such purposes connected with the Aims of the Society as it shall think fit but shall have no power to borrow monies.
 - (c) The Committee may co-opt members of the Society during the year to serve as Officers or as members of the Committee to fill vacancies or for any other purpose.

Membership

- 5 (a) Membership is open to those resident in Lavant, Summersdale and neighbouring areas but the Committee may in its discretion admit to membership persons from outside those areas.

- (b) Members' personal information shall be held in accordance with the Society's ruling Privacy Policy as adopted at its General Meeting.

Subscriptions

- 6 (a) The annual subscription for each year ending 31st December shall be set by the Committee and approved by the Annual General Meeting and due on 1st January each year.
- (b) Members joining at or after the Annual Flower Show of the Society shall pay half the annual subscription.
- (c) Members joining at or after an Annual General Meeting shall pay the full subscription set at that Meeting, and no further subscription shall be required from them until after 31st December of the following year.

Funds of the Society

- 7 (a) The Funds of the Society shall be kept under the control of the Committee through the Treasurer who shall have the duty of keeping such records as are sufficient to show and explain the Society's day to day transactions from which the Accounts under Rule 8 shall be prepared.
- (b) Unless otherwise agreed by the Committee, all funds shall be placed through the Treasurer and held in the Society's bank accounts which shall not be permitted to become overdrawn or invested elsewhere.

Accounts

- 8 Accounts of the Society shall be prepared as at 30th September in each year. They shall be examined by the person appointed under 9(b)(iii) below and shall be presented to the Annual General Meeting for approval.

General Meetings

- 9 (a) An Annual General Meeting of the members of the Society shall be held prior to 30th November of each year.
- (b) The business of the Annual General Meeting shall be to:
 - (i) Approve the Accounts of the Society and receive the Officers' Reports.
 - (ii) Elect the Officers and members of the Committee for the ensuing year.
 - (iii) Appoint an independent examiner of the Accounts who shall not be a member of the Committee but if possible shall be a member of the Society.
 - (iv) Approve the annual subscription set by the Committee.
 - (v) Consider such other business, as the Committee shall propose.

- (vi) Discuss such other business proposed by any member of the Society, provided that no vote may be taken on any matter so raised unless details shall have been given to the Honorary Secretary by not less than 28 days' notice in writing specifying such business and the motion proposed.
- (c) An Extraordinary General Meeting of the members of the Society may be called at not less than 28 days' notice by:
 - (i) The Committee.
 - (ii) Written requisition signed by not less than 15% of the paid-up members of the Society delivered to the Honorary Secretary specifying the matters to be discussed and any motion on which a vote is proposed.
- (d) The quorum for General Meetings shall be 15% of the paid-up members of the Society, including at least one Officer. The Chair of the General Meeting shall be the Chairman of the Society unless the Chairman is absent in which case an Officer of the Society shall be elected by those members of the Committee present to chair the meeting.
- (e) Voting shall be by a show of hands of a simple majority of members present and voting, except in the case of any alteration to the Constitution and Rules when a two-thirds majority of those paid-up members present and voting is required. In the case of a tie on a vote requiring a simple majority the Chairman of the Meeting shall have a second or casting vote.
- (f) The dates of Annual General Meetings are published on the Membership Card and on the Society's website. Notice of Extraordinary General Meetings need not be given to members personally but it shall be sufficient if published on the Society's website at least 28 days prior to the relevant Meeting and, where possible, announced at the immediately preceding regular meeting of the Society.

Dissolution

- 10 If at a General Meeting it is resolved that the Society shall be dissolved, the assets of the Society shall, after all debts have been satisfied, be given to such charity registered by The Charity Commission as shall be agreed at that Meeting.

13.11.2019