

Hummersknott Gardeners' Association

Constitution

1. NAME

The name of the association shall be Hummersknott Gardeners' Association.

2. OBJECTS

- (i) To promote the interests of all members regardless of class, creed or race, in gardening activities and to take joint action for the benefits of gardening.
- (ii) To provide an association where allotment holders can work together and take joint action for common benefit.
- (iii) To actively encourage new members and offer advice and support to enable their success.
- (iv) To encourage all members to move towards an environmentally friendly site in relation to wild life.

3. POWERS

In furtherance of the objectives the Association MAY

- (i) Raise funds by any lawful means.
- (ii) Accept gifts either for the general purpose of the Association or for a specific purpose connected with the objects.
- (iii) Co-operate with statutory authorities, voluntary bodies and charities and exchange information with them.
- (iv) Take such steps as have been agreed with the local authority that are necessary for the good management of the site.
- (v) Do anything else within the law which is necessary in carrying out the objective.

4. MEMBERSHIP

- (i) Membership is open to all allotment holders.
- (ii) Every member has one vote at the AGM.
- (iii) In agreement with Darlington Borough Council, it shall be a condition of tenancy that all tenants are members of the Association.
- (iv) The committee will maintain a list of members.

5. A.G.M.

- (i) There must be an Annual General Meeting of the members once every calendar year.
- (ii) At the AGM the members will
 - (a) Receive the Committee's report for the previous year.
 - (b) Receive the treasurer's report and accounts for the previous year.
 - (c) Elect the committee for the following year.
 - (d) Elect a chairperson, secretary and treasurer for the following year.
 - (e) Elect a person either member or otherwise who will act as auditor by undertaking an independent review of the Associations financial records.
 - (f) Discuss any other issues which have a bearing on the running or well being of the allotments
- (iii) A special meeting of the members can be called by the committee, or if at least 10 members of the association make a request to the committee.

Hummersknott Gardeners' Association

- (iv) A special meeting should be held within four weeks of such a request.
- (v) A quorum at the AGM is 10 members present. If no quorum is present the meeting will be adjourned for at least 14 days when four members will constitute a quorum.
- (vi) The chairperson of the committee or in their absence some other person elected by the meeting takes the chair at the AGM.
- (vii) Every issue will be decided by the majority of votes cast. In the case of a tie the chairperson has a second casting vote.

6. COMMITTEE

- (i) The committee is responsible for the management of the association.
- (ii) The committee has the power to make rules for the administration of the association.
- (iii) The committee consists of a minimum of three and a maximum of ten members.
- (iv) Committee members are elected at the AGM and hold office for one year.
- (v) Casual vacancies of the committee may be filled by the committee co-opting a member. This member will hold the same powers and hold office for the same period as the member they replace.

7. COMMITTEE – PROCEDURE

- (i) The committee will meet at least once during the year. A quorum at a committee meeting is three.
- (ii) Every issue is decided by majority vote of members present. In the event of a tie the chairperson has a second or casting vote.
- (iii) The committee must keep minutes of the meeting and proceedings and keep safe all records relating to the association.

8. FINANCE

- (i) All funds raised or belonging to the association must be used in furthering the objects.
- (ii) No member of the committee can receive payment from funds except out of pocket expenses.
- (iii) The treasurer will be responsible for the keeping of books or accounts and preparation of an annual statement and report for the members of the AGM.
- (iv) The treasurer will maintain accounts at a bank or build society and there shall be at least two signatories on such accounts. All monies received will pass through these accounts.

9. ADMENDMENT OF CONSTITUTION

The provisions of the constitution may be amended at the AGM by a simple resolution of a majority of members present.

10. DISSOLUTION

The association may be dissolved at the AGM or Special Meeting by a resolution passed by a majority of members present. In the event of dissolution the committee will be responsible for winding up the affairs of the association. After paying all debts and liabilities of the association the committee shall transfer any remaining assets to one or more voluntary organisations or registered charities.