

Little Kingshill Village Society

Constitution

1. Name

The name of the organisation shall be: **LITTLE KINGSHILL VILLAGE SOCIETY** ("The Society"). The Society is a not for profit organisation.

2. Mission Statement

The Society's prime purpose is to maintain, and where possible, improve all aspects of the village and surrounding area. The Society will concern itself with any matter that threatens to erode the quality of village life. To this end, we will make representation to appropriate bodies and ensure that those villagers affected are informed. At every opportunity, we will strive to protect and encourage improvements to local facilities.

We will collaborate with other local interest groups and organise social events to raise funds in support of chosen causes. By monitoring and reporting potential hazards and incidents of crime, through co-operation with the Neighbourhood Watch network and our local Neighbourhood Police Team, we aim to create an environment in which villagers feel safe and protected from harm.

3. Activities

The Society may undertake some or all of the following Activities to fulfil its Mission Statement:

- Prepare an annual handbook of useful local information to be delivered to each member,
- Maintain a village website on www.lkvs.org.uk,
- Organise village events; both social and fund raising,
- Organise an annual village "Litter Pick",
- Keep members advised of village issues and events by email and posters around the village,
- Inform members of local planning issues that may affect the village,
- Make improvements to the village facilities,
- Liaise with Parish, District and County Councils, our local Baptist Church, School and other village societies and organisations on village matters,
- Make charitable donations to local charities deemed to be of benefit to the local community,
- Any other activity the Committee deems appropriate to meet the Society's Mission Statement,

4. Membership

Membership shall be open to all members of households aged 18 and above in the village of Little Kingshill. Membership shall be recorded following the payment of the annual subscription. The annual subscription shall be a sum sufficient to meet the needs of a not for profit organisation performing the above Activities and shall be determined by the Committee. Membership shall cease on the non-payment of the annual subscription.

5. Meetings

There shall be an Annual General Meeting (“AGM”), open to all members, held annually, within 3 months of the financial year end. The quorum necessary to transact business at an AGM or General Meeting is 15 members including Committee members.

The business of the AGM shall include; election of officers and Committee members; consideration of the Society’s annual financial statement and independent examiner’s report and the Chairperson’s report.

Members elected as officers or members of the Committee shall serve for a period of 5 years before offering themselves for re-election.

Every matter at an AGM or General Meeting shall be determined by a majority of votes. In the case of equal votes the Chairperson shall have the casting vote.

Any matters to be discussed as “Any Other Business” at an AGM must be made in writing and must be with the Chairperson at least 7 calendar days before the meeting unless the Chairperson in their discretion decides otherwise.

The Secretary shall keep a record of all meetings.

At least 28 calendar days’ notice of the AGM must be given to members by posting notices in the village notice boards.

The chair or a quorum of the Committee may call other General Meetings of the members on the giving of 28 calendar days’ notice to members.

On receipt of a written request signed by not less than 30 members of the Society, the Secretary shall call a General Meeting of the Society within 21calendar days of receiving such request giving not less than 28 calendar days’ notice of such meeting. The written request to the Secretary must detail the business to be transacted.

6. Management

The Society will be managed by a Committee of between 4 and 12 members who shall meet at least 6 times a year. A quorum for a meeting shall be 3 Committee members.

The Officers of the Committee shall be;

Chairperson

Minutes Secretary

Treasurer

Membership Secretary

Publicity Officer

Webmaster and Communications

Village Hall Management Committee Representative

Every matter at a Committee meeting shall be determined by a majority of votes of the Committee members present. In the event of equal votes the Chairperson shall have the casting vote.

If at any time the Committee consists of less than 12 members the Committee shall have the power to appoint additional persons to the Committee, any person appointed to the Committee in such a way must be confirmed in their position at the following AGM.

The Committee shall have the powers in the name of the Society to raise money, open bank accounts, take out insurance, enter into contracts and do anything that is lawful to fulfil its objects and legal obligations.

7. Finance

The Financial year shall end on the last day of February each year.

The Treasurer shall keep proper accounting records and report to the Committee at each Committee meeting and prepare an annual statement of account and make available all financial records for inspection by an independent examiner who shall not be a member of the Committee.

The Society shall maintain bank accounts as deemed necessary by the Committee. All payments from the Society's bank accounts to third parties shall require two signatories. Signatories for the Society's bank accounts shall be members of the Committee.

8. Declaration of Interest

It shall be the duty of every Member or Officer who is in any way directly or indirectly interested financially or professionally in any item discussed at any meeting of the Society at which he or she may be present to declare such interest and he or she shall not discuss such item (except by invitation from the Chairperson) or vote thereon.

9. Changes to the Constitution

This constitution may be altered with the consent of a majority of Society members that are present at an AGM or other General Meeting.

10. Dissolution of the Society

If the Committee believes that the Mission Statement of the Society has been met or that the Society no longer has the support of its members or potential members the Chairperson shall call a General Meeting proposing the dissolution of the Society. The members attending the General Meeting shall consider the proposal for the dissolution of the Society and if the proposal is agreed by two thirds of those members present the Society shall be dissolved and no longer exist, any remaining assets of the Society shall be distributed to charities as determined by the Committee, no member or group of members of the Society shall benefit from the dispersal.

This Constitution was adopted on

Chairperson