

THACS
TEWIN HORTICULTURAL ARTS & CRAFTS SOCIETY

Constitution and Rules

1) Name of the Society

The Society shall be called the Tewin Horticultural Arts and Crafts Society (THACS).

2) Aims

The aims of the Society shall be to promote the good cultivation of gardens and allotments, to foster interest in garden design and plants and to encourage village arts and crafts. In order to achieve these aims, meetings for lectures, discussions and demonstrations should be held, shows, competitions, outings and other events should take place, and a regular newsletter should be distributed to members, as well as information posted on the society's pages on the village website.

3) Membership

The Society may consist of members, honorary members and honorary life members.

4) Officers

The Officers of the Society shall be Chair, Vice-Chair, Honorary Secretary, and Honorary Treasurer. No person may hold more than one office at a time.

5) Conduct of the Society's Affairs

The affairs of the Society shall be conducted by a Committee consisting of a Chairperson, an Honorary Secretary, an Honorary Treasurer, and at least two but not more than eight other members. Should it be desirable, one member may be designated vice chairperson and deputise for the chairperson when required.

6) Election of Officers and Committee

The Officers and ordinary members of the Committee shall be elected at an Annual General Meeting of the Society and shall hold office until the next Annual General Meeting when they shall retire, but be eligible for re-election.

If the Chair, Vice Chair, Secretary, or Treasurer resigns, then their place may be filled by co-opting a committee member into the post by a vote by committee members. Should an ordinary member of the committee be co-opted this way or should they resign, then their place may be filled by co-opting a member on to the committee by a vote by committee members.

7) Sub-Committee

The Committee may, as occasion requires, appoint sub-committees from itself, or from members of the Society, to consider and report on particular matters and to arrange functions. However, such sub-committees shall have no power beyond that distinctly expressed in their terms of appointment, and must report to committee for final decisions.

8) Financial Year

The Society's financial year shall be from 1 November of each year to 31 October of the following year.

9) Annual General Meetings

An Annual General Meeting of the Society shall be held no later than 30th April of each year for the purpose of: receiving the Committee's report on the work of the Society during the preceding year; receiving an Receipts and Payments Account and Balance Sheet signed by the Auditor; electing Officers and members of the Committee; any other business, of which three weeks

notice has been given to the Honorary Secretary or which the Chair shall rule is in order. Decisions taken at an Annual General Meeting shall be by a majority decision.

10) Extraordinary General Meetings

The Committee may convene an Extraordinary General Meeting of the Society at any time and shall do so within two months of a written request signed by ten members of the Society (or an email request from ten members). A written or emailed notice must be sent to all members not less than three weeks before such a meeting setting forth the date, time, place and purpose of the meeting. No other business other than that mentioned in the notice shall be transacted.

11) Structure of Meetings

The Chair, or if absent, the Vice-Chair, shall preside. In the absence of both, a Chair shall be appointed at the meeting.

The quorum of an Annual or Extraordinary General Meeting shall consist of two Officers and twelve other members. The quorum of a Committee Meeting shall consist of four members, of which two must be Officers. In the event of an equality of votes the Chair of any meeting shall have a casting vote. Members shall vote by show of hands unless the Chair of the meeting shall decide that a ballot be taken.

12) Subscriptions

The annual subscription will be determined by the Committee and payable on 1st November annually. Any member whose subscription for the current year is unpaid by the Annual General Meeting shall cease to be a member after that day. No person shall be entitled to vote at any meeting until the subscription for the current year has been paid.

13) The Society's Funds

All subscriptions and other monies shall be passed to the Treasurer who shall be responsible for all the Society's funds and for keeping accounts thereof. All sums received by the Treasurer on the Society's behalf shall be paid into the Society's banking account or held as Petty Cash.

All cheques drawn on the Society's account for sums exceeding £100 shall be signed by any two of the following: Treasurer, Secretary, Vice-Chair, Chair. Cheques for a sum equal to or less than £100 shall be signed by any one of the above mentioned elected officers.

14) Auditors

An auditor for the ensuing year shall be elected at every Annual General Meeting and shall be eligible for re-election. If the post falls vacant during the year, the Committee shall appoint an auditor to serve until the next AGM. No Officer or member of the Committee shall be eligible to be an auditor.

15) Affiliations

Any affiliations shall be agreed by the Committee.

16) Alteration of the Constitution and Rules

The Constitution and Rules may be amended only at an Annual General Meeting of the Society and only if notice of the proposed amendment has been sent to all members not less than three weeks before the meeting.