

CONSTITUTION FOR THE BRINKWORTH HERITAGE SOCIETY

1. Name.

The Brinkworth Heritage Society or BHS.

2. Objects.

To promote, sustain, and encourage the ethos of rural village life in the village of Brinkworth, either independently or in conjunction with other organisations representing Brinkworth community interests.

To organise events and raise money for deserving village projects.

To improve and maintain public facilities for the benefit of the local community.

To make donations to charities and deserving village causes.

To canvass the opinion of the community in support of the Objects of the BHS.

3. Powers.

To raise funds and to invite and receive contributions, provided that, in raising funds the BHS shall not undertake any substantial permanent trading activities.

To purchase materials and items in pursuit of the Objects of the BHS.

To sell, lease or otherwise dispose of, all or any part of the BHS assets in accordance with the extant Charities Act.

To invest the funds of the BHS in any of the investments for the time being authorised for the investment of charity funds.

The work of The Brinkworth Heritage Society shall not be for the benefit of landfill site operators who may contribute to The Brinkworth Heritage Society and claim credit under the Landfill Communities Fund. Nor shall it be for the benefit of contributing third parties, as defined in the landfill tax regulations.

4. Management Committee.

The membership shall elect or re-elect annually a minimum of 4 committee members who will undertake the routine business of the BHS. Such business will be conducted within Charity Commission guidelines and extant legislation.

The management committee members (6) will be known under the following titles:

Chairman	Secretary	Committee member
Vice Chairman	Treasurer	Committee member

The Vice Chairman will also be responsible for Marketing and Publicity.

Each committee member may hold that post for a maximum of 2 years.

Election and re-election will be at the Annual General Meeting [AGM] or in extreme circumstances at an Extra-ordinary General Meeting [EGM].

5. Meetings and Proceedings.

The members and/or committee of the Brinkworth Heritage Society will meet as a minimum, 6 times per year [excluding the AGM] and be responsible for organising events and projects of the Brinkworth Heritage Society.

An Annual General Meeting (AGM) will be held in the February of each year.

An Extraordinary General Meeting (EGM) will be held if sought by:

- 3/4 of the committee; or,
- 10% of the recorded membership.

Resolutions may be passed and decisions made, provided there is a quorum present, as follows:

- Within the management committee or meetings of members by a majority present;
- At the AGM by majority present;
- At an EGM by majority present.

A quorum consists of:

- 3 members of the committee at committee meetings;
- 4 members of the committee and any number of the recorded membership at members meetings and AGMs.
- ½ of the recorded membership for an EGM.

Each member of the society shall have one vote at all meetings.

If there is an equality of votes at any meeting then the Chairman of the meeting shall have an additional casting vote.

The agenda of all meetings will be published 21 days in advance and the minutes shall be available within 21 days of the meeting.

6. Membership.

Membership is open to all residents of Brinkworth over 16 years of age.

There is no membership subscription but the Secretary will maintain a membership list. .

Election to the Management Committee is limited to members over the age of 18 with at least 6 months membership standing at the time of the election.

Membership may be terminated by the unanimous decision of the committee or by a successful resolution at an AGM or EGM. In any case, the member in question has the right to defend the proposal at the meeting concerned.

7. Accounts and Investments.

All accounts will be in the name of the Brinkworth Heritage Society and funds will only be used for the aims and Objects of the BHS.

The Treasurer will manage the accounts in accordance with the guidelines of the Charity Commission. As a minimum, the Treasurer will:

- Keep a record of Income and Expenditure, giving a synopsis at each meeting;
- Maintain a Current and a Savings account;
- Prepare an annual statement of the BHS finances for each AGM;
- Forward the accounts for independent professional scrutiny annually and at change of Treasurer.

Transfers between accounts and deposits may be made unilaterally by the Treasurer. Cheques must be signed by any 2 of the 4 members authorised to sign cheques on behalf of the society.

No committee members shall benefit personally from their position of trust within the BHS.

The Treasurer shall propose other investments from time to time [and within statutory powers] as required, for agreement by the committee.

8. Power of Amendment to the Constitution.

There are special rules for a quorum and decision making with regard to changes to the Constitution of the BHS.

Changes will only be agreed at an AGM or EGM.

Proposals must be forwarded 21 days before the AGM/EGM and supported by 10% of recorded members of the BHS.

Proposals will only be accepted after agreement by 75% of members present, and provided that 50% of the recorded members are in attendance at the meeting.

NOTE: After registration as a charity, in certain circumstances the changes have to be endorsed by the Charity Commission.

9. Power of Dissolution.

If the existing Management Committee agrees that the BHS should be disbanded, then the resolution must be subjected to the same rules as for making amendments to the constitution.

Then, if the resolution to disband is agreed, within the same rules as those for making changes to the constitution at an AGM or EGM, any remaining assets (except any Landfill Communities Fund money – see below) shall be transferred to named charities if given in the proposal for dissolution, or, if not specified, to the Brinkworth Parochial Church Council.

In the event of the organisation disbanding any remaining Landfill Communities Fund money shall be transferred to any enrolled Environmental Body and not to an organisation of similar status and objects to The Brinkworth Heritage Society.

G N Greener
Chairman

R Magill (Mrs)
Secretary

24th February 2014