HARTEST & DISTRICT GARDENING CLUB

CONSTITUTION

1. To be known as the Hartest & District Gardening Club.
2. The object of the Club shall be to hold an Annual Flower and Vegetable Show (run under RHS Guidelines) and to arrange such other meetings, events and visits as the Committee shall consider appropriate in the interest of members.
3. The business of the Annual Meeting to be held in November each year shall be :
4. To receive reports from the Chairman and Treasurer and from other Committee members on their areas of responsibility.
5. To elect a Chairman, Secretary and Treasurer.
6. To elect up to six other members to the Committee.
7. To deal with any other matters of which at least 24 hours notice has been given for inclusion on the agenda.

The Officers and Committee of the Club may submit themselves for re-election each year, and the Chairman must offer to retire after two years in office, although he or she may continue to serve as a Committee member, and will be entitled to serve again after one year. The Treasurer, Secretary and Committee members must retire after not more than four years in office, but shall be entitled to serve again after one year, except that they shall be entitled to continue in office if there are no nominations for replacements. Those willing to stand for Office and Committee will be invited to submit their names for election prior to or at the Annual Meeting. A list for this purpose will normally be available at the meeting preceding the Annual Meeting, or names may be submitted to the Secretary at any time before the meeting. In the event of an election being necessary only paid-up members will be entitled to vote. Subscriptions are due on December 1st each year. The Committee will appoint a Vice Chairman from among their number to deputise when necessary.

The meeting will be shown in the Programme for the year and notice will also be given at the Club meeting preceding the Annual Meeting.

A motion may be carried by a simple majority of those present.

1. The Committee shall have the power to co-opt up to three additional members and to fill any casual vacancy in the Officers. A quorum shall be five members.
2. The Secretary shall keep all records of the Society as directed by the Committee, including a record of all minutes of meetings, a record of show entries, prize winners, cup holders, and any other records as required by the Committee.
3. The Treasurer shall keep records of all monetary transactions of the Society and prepare an Annual Statement of Account made up to October 31st. The Club shall maintain a bank account, giving the necessary mandate to the bank to honour all cheques drawn on the account and to accept all requests for delivery of securities if signed by any two of the Chairman, Secretary and Treasurer.
4. A Special General Meeting may be convened by the Committee or by one-quarter of the paid up membership of the Club by giving written notice to the Secretary. Any amendment to the Constitution may only be proposed at such a Special General Meeting or at the Annual Meeting. At least seven days notice of any such meeting shall be given to members stating the purpose of the meeting. Any resolution must be passed by a majority of the paid up membership.

Last amended November 2009