

Constitution

1. Name of Group

Sedlescombe Youth Group

2. The Objectives

The objectives of the group are:

- To promote the development of individuals through providing informal educational, and leisure opportunities and by actively involving its members in the running of their club, community and society.
- To be open to all no matter ability, background or achievements.

3. Groups Powers

In order to achieve the group's objectives we have the power:

- To raise funds for the benefit of the membership of the organisation.
- To engage voluntary workers.
- To arrange all insurances as required.
- To do all such other lawful things to pursue the group's stated objectives.

4. Membership

The membership of the group will be open to all young people between the ages of 11 years and 19 years who live in the parish of Sedlescombe and attend, participate and/or have an interest in the group's objectives or at the discretion of the committee.

All members shall have voting rights at the Annual General Meeting and Special General Meeting

The committee will be able to charge a membership fee.

5. Resignation and Termination of Membership

Any member may resign his/her membership by giving 1 month notice of resignation to the Secretary.

The Management Committee may terminate or suspend the membership of any member or volunteer if in its opinion his/her conduct is prejudicial to the interest of the organisation provided that the member or volunteer shall have right of appeal.

6. Honorary Officers

The group will have a minimum of 3 honorary officers, which will be:

- A Chairperson, who will run meetings and head up the group.
- A Treasurer, who keeps accounts and manages the group's money.
- A secretary, who will take minutes and keep the group's records.

The honorary officers will be elected at the group's AGM, by a majority vote.

Officers will be able to hold their post for 2 years, and will be able to stand for re-election.

7. The Management Committee

The management committee will be in charge of directing policy, making decisions on behalf of the group and manage the work of the group.

There will always be a minimum of 4 representatives of local people together with 4 representatives of young people under 19 years who are members of the Sedlescombe Youth Group.

The committee will meet a minimum of 4 times per year.

Additional members can be appointed by the committee as deemed appropriate.

Members of the management committee will be elected or re-elected at the groups AGM. Co-opted members of the committee can be agreed at an AGM.

A quorum of five will be required for an official committee meeting, to include 2 young people from the committee.

Decisions will be made by a majority of those present, with the chairperson having the casting vote in the event of a tie.

Minutes of the meetings will be recorded.

8. Finances

An account shall be opened in the group's name with a bank or building society.

Careful financial records shall be kept for all income and expenditure and presented to the Annual General Meeting.

The financial year shall run from the beginning of April to the end of March.

Our accounts will be independently checked by a third party.

There will be a minimum of 2 signatories required for cheques on behalf of the group.

All monies raised shall be for the purposes of the Club and for the payment of out of pocket expenses incurred by members of the Management Committee or voluntary workers.

9. General Meetings

The group will hold an Annual General Meeting with not more than 15 months between any AGM.

A quorum of 6 will be required for an official AGM.

Notification of the meeting will be provided 21 days prior of meeting, either in writing or through advertisement.

The business of the Annual general Meeting shall be:

- To receive the Annual Report of the Management Committee.
- To receive the accounts of the organisation for the preceding financial year.

- To elect the management Committee in accordance with clause 6 and 7.

10. Special Meetings

Special Meetings can be convened by 5 members of the Management Committee. 14 days notice must be given of such meetings. The meeting may only be consider the business specified on the notice.

11. Changes to the Constitution

If we wish to discuss changing the constitution, we will call a special meeting with a minimum of 5 Management committee and members present.

The constitution can be changed through agreement by majority vote at an AGM or Special Meeting, apart from changes to the Objectives and Dissolution clauses.

Any alterations shall require the approval of a majority of the Management Committee and members present at able to vote at the meeting.

Dissolution

If at any time the group seeks to dissolve a minimum of 5 members and committee members will need to be present and in agreement, at a special general meeting, for which 8 days notice will be given.

Any assets or / surplus funds shall be donated to another group or organisation with similar aims or objectives.

Signed Chair of Meeting

Signed Secretary of Meeting

Date