

1. Name

The name of the Society shall be **FULFORD VILLAGE GROUP** (hereafter referred to as the Society).

2. Objects

The objects of the Society shall be:

To advance, improve, develop and maintain a sense of community and pride in the village of Fulford, Staffordshire by any means the Committee see fit, including through the organisation of events open to everyone in the village.

3. Officers and Committee

The Society shall hold regular meetings which are open to anyone interested in furthering the objects of the Society (FVG Meetings). Those meetings are designed to make any decisions about the achievement of the objects of the Society.

The management of the Society shall be in the hands of the following Officers: Chairperson, Secretary, and Treasurer together with such other persons who are in attendance at the time of any FVG Meeting from time to time ("the Committee"). All the arrangements for events and the control of the finances shall be in the hands of the Committee; including delegation of powers to the Officers, the setting of financial controls and limits applicable to the operation of the Society's bank account and assets.

4. Members

For the purposes of these rules, Members shall mean any person who has a permanent residence within the Fulford ward of the Fulford Civil Parish who:

- a) has attended any FVG Meeting during the previous 12 month period (other than as a guest); or
- b) has provided the Secretary with a valid email address for addition to the Society's Members email distribution list.

Every member shall have one vote.

No person shall be excluded from membership of the Society or de-barred from being part of the Committee on the grounds of sex, race, colour, age, religion, sexual orientation, disability or political affiliation.

5. Appointment of Officers

The Officers shall be elected by and out of the Society's Members at an Extraordinary Meeting or Annual General Meeting of the Society with each Officer elected to serve until the Annual General Meeting following the third anniversary of that Officer's appointment. After nine years of continuous service a Member may not stand for re-election as an Officer.

Any Member can put themselves forward as an Officer, subject to the proviso that the Treasurer and at least one other Officer shall be at least 18 years of age.

6. Powers

In furtherance of the objects but not otherwise, the Committee may exercise the following powers:

- i) To raise funds and to invite contributions provided that in raising funds the Committee shall not undertake any substantial permanent trading activities and shall conform to any relevant requirements of the law;
- ii) To buy, take on lease or in exchange any property necessary for the achievement of the objects and to maintain and equip it for use;
- iii) To employ such staff as are necessary for the proper pursuit of the objects;
- iv) To co-operate with charities, voluntary bodies and statutory authorities operating in furtherance of the objects or similar charitable purposes and to exchange information and advice with them;
- v) To support any charitable trusts, associations or institutions formed for all or any of the objects;
- vi) To appoint and constitute such advisory committees as the Committee may think fit;
- vii) To do all such other lawful things as is necessary for the achievement of the objects.

7. Conduct and Proceedings of FVG Meetings:

- i) Dates of FVG Meetings are to be publicised to Members with at least 7 days notice of the meeting. The FVG Meeting will consider any items on the agenda plus any other business as Members may agree with the Chairperson (except as detailed in sections 8 and 9 below).
- ii) The Chairperson shall act as chair at the FVG Meetings. If the Chairperson is absent from any meeting, the Members present shall choose one of their number to be chair before any other business is transacted.
- iii) Every matter shall be determined by a simple majority of votes of the Members present and voting on the question.
- iv) The Committee may from time to time make and alter rules for the conduct of their business, the summoning and conduct of FVG Meetings and the custody of documents. No rule may be made which is inconsistent with this Constitution.
- v) The meeting may appoint one or more sub-groups, consisting of three or more Members, for the purpose of making any enquiry or supervising or performing any function or duty which, in the opinion of the meeting, would be more conveniently undertaken or carried out by a sub-group; provided that all acts and proceedings of any such sub-group shall be fully and promptly reported to the FVG Meeting.

8. Conduct and Proceedings of Extraordinary Meetings:

- i) An Extraordinary Meeting may be called at any time by the Chairperson or by any 2 Members in order to conduct the business specified in the notice of the Meeting.
- ii) An Extraordinary Meeting is required to consider the following business:
 - a. Election and Removal of Officers;
 - b. Changes to this Constitution;
 - c. Winding up of the Society;
 - d. Any other business which the Committee sees fit.
- iii) The meeting shall only discuss such matters as are contained in the Agenda for the meeting and/or any notice of meeting.
- iv) In all instances at least 21 days notice of the meeting is to be provided to Members.

- v) A meeting may be called on short notice where necessary, subject to all Members present at the meeting (and providing apologies) agreeing to it being held on short notice.
- vi) Nominations for election as an Officer must be made by Members in writing and must be in the hands of the Secretary at least 14 days before the meeting. Should nominations exceed vacancies an election shall be held.

9. Conduct and Proceedings of the Annual General Meeting:

- i) Within 4 months of the end of each financial year the Society shall convene an Annual General Meeting of which at least 21 days' notice in writing shall be given to all Members.
- ii) The Annual General Meeting may consider any business which could otherwise be considered at an Extraordinary Meeting of the Society, together with the following additional business:
 - a. Approval of the annual accounts and reports of the Society.

10. Quorum and Minutes:

- i) For FVG Meetings, there shall be a quorum when at least three Members are present at a meeting, including at least one Officer.
- ii) For all other meetings, there shall be a quorum when at least 6 Members, are present at the meeting.
- vi) The Secretary or other person specially appointed by the Committee shall keep a full record of proceedings at every meeting and meetings of any sub-group and shall ensure that these are stored safely, and that they are available for inspection as required.

11. Finance

- i) The financial year shall end on 30th September.
- ii) A banking account shall be opened in the name of the Society with such signatories and limitations as designated by the Committee from time to time.
- iii) The Society shall receive donations, grants in aid and financial guarantees. Tickets for any of its events shall be offered for sale to the public.
- iv) The income and the property of the Society whencesoever derived shall be applied solely towards promoting the objects of the Society and no portion thereof shall be paid or transferred either directly or indirectly to any Members except in payment of legitimate expenses incurred on behalf of the Society.

12. Accounts

The financial accounts shall be audited or examined to the extent required by legislation or, if there is no such requirement, scrutinized by a person who is independent of the Committee and then submitted to the Members at the AGM.

13. Alterations to the Constitution

The Constitution may be altered by a two-thirds majority of the Members present and voting at any Extraordinary Meeting or Annual General Meeting.

14. Dissolution

In the event of the Society being wound up, any assets remaining upon dissolution after the payment of proper debts and liabilities shall be transferred to a charitable institution or institutions having similar objects to those of the Society.