

# ORLETON & DISTRICT GARDENING CLUB

## Rules as amended at A.G.M. December 2016

### NAME

1. The group shall be called “Orleton & District Gardening Club”.

### OBJECTIVES

2. The objectives of the club shall be to promote knowledge and appreciation of good gardening practice; to arrange lectures and visits and other activities consistent with these objectives.

### MEMBERSHIP

- 3a. The members of the club shall be those who pay the annual subscription, due in January, except for the honorary members. Any member over six months in arrears will be deemed to have resigned.

- 3b. Honorary membership may be conferred on members of the club by a majority of those present at the annual general meeting. Honorary members shall enjoy the rights of full membership.

- 3c. It is recognised that certain members of the Gardening Club may need the attendance of a carer to enjoy the full activities of the Club. Carers in attendance will have free membership.

- 3d. Subscriptions for the ensuing year shall be due as from the first meeting in January. New members joining after the 1<sup>st</sup> October in the previous year are deemed to have joined for the following full year, at the rate agreed by the Committee at the October Committee meeting.

- 3e. Policy changes shall be recommended for approval at the A.G.M.

### COMMITTEE

- 4a. The committee shall consist of the Chairman, Vice Chairman, Secretary, Treasurer and a minimum of six, maximum of eight ordinary members. The ordinary committee members shall be elected for a period of one year, but shall be eligible for re-election.

- 4b. Nomination for the Committee shall be received by the Secretary at least 14 days before the A.G.M., with a proposer, seconder and written agreement of the proposed.

- 4c. The committee shall meet one week prior to each monthly club meeting, if considered necessary. Special meetings may be called at any time by the Chairman, Secretary or four members of the committee on application to the Chairman. Notice of all meetings shall be given to committee members seven clear days before the date of the meeting, and the purpose of a special meeting must be stated.

- 4d. There must be a quorum of 50% of committee members or 5, whichever is the fewer, consisting of any two officers and other committee members, to make any urgent decision.

4e. The executive officers and the committee shall be empowered to carry on the business of the club.

4f. The committee may co-opt members to carry out specific functions or to fill vacancies created other than by automatic retirement, and may in emergencies appoint officers to fill vacancies. All co-options shall be notified at the next monthly club meeting.

### OFFICERS

5a. The executive officers shall consist of Chairman, Vice Chairman, Secretary and Treasurer, who shall be members of the club and shall be elected annually at the A.G.M. after having been individually proposed and seconded.

5b. Nominations for officers shall be received by the Secretary at least 14 days before the A.G.M. with a proposer, seconder and written agreement of the proposed.

5c. The Chairman, Vice Chairman, Secretary and Treasurer shall serve for a maximum of three years but can be eligible for re-election

### A.G.M.

6a. An A.G.M. shall be held in December each year.

6b. An annual report or reports and the audited statement of accounts shall be presented for adoption, and elections of executive officers and committee shall be carried out.

6c. Fifteen members of the club shall constitute a quorum.

### ALTERATIONS

7a. Alterations to the rules shall only be made at an A.G.M. and the proposed alterations shall be given to members at the October meeting.

7b. Any alteration must be approved by at least two-thirds of the members present at the A.G.M.

### FINANCE

8a. The financial year shall end on 30th November.

8b. A bank account shall be opened in the name of the club with a bank approved by the committee. Cheques shall be signed by one of the four Officers and the Book Keeper.

8c. The accounts shall be maintained by the Book Keeper

8d. The accounts shall be audited by an auditor appointed at the A.G.M.

### DISSOLUTION

9. In the event of the dissolution of the club, any assets remaining after the discharge of all liabilities shall be transferred to a charity or organisation chosen by the committee.