

FEERING AND KELVEDON GARDEN CLUB

RHS Affiliated Society No. 10545127

CONSTITUTION

NAME: The Association shall be known as **FEERING AND KELVEDON GARDEN CLUB**
(changed at AGM 1996 from **FEERING AND KELVEDON HORTICULTURAL SOCIETY**)

- AIMS:**
1. To promote happy fellowship among gardeners.
 2. To provide for a winter and summer session of meetings, excursions, visits, etc.
 3. To organise shows each year.
 4. To make provision for help in all gardening matters.
 5. To carry out any such other activities as may be of value to the members.
 6. To maintain affiliation with the Royal Horticultural Society.

- MEMBERSHIP:**
1. **Anyone interested in any aspect of gardening and plant growing shall be eligible**
for membership on payment of the annual subscription.
 2. Honorary members may be elected at a General Meeting.

- OFFICERS:**
1. The **Club's Officers** shall be:- (1) **President** (2) **Vice-President(s)** (both elections for life)
(3) **Chairman** (4) **Vice-Chairman** (5) **Secretary** (6) **Treasurer**
(7) **Assistant Secretary** (8) **Programme Organiser** (9) **Outings Organiser**
(10) **Membership Secretary**
 2. All **Officers, save 1 & 2, shall be elected for one year** at the Annual General Meeting.
 3. Only **Officers 3, 4, 5 & 6 shall be ex-officio members of all committees. Officers 7, 8, 9 or 10 may be elected to the Executive Committee or attend meetings of committees at will or if required**

- COMMITTEES:**
1. The **Executive Committee** shall consist of the **ex-officio Officer members & six ordinary members. Officers 7, 8, 9 & 10 may be elected as ordinary committee members with specific functions to perform.**
 2. All **ordinary members of Committee shall be elected for one year** at the Annual General Meeting. *Retiring members shall be eligible for nomination and re-election.*
 3. **The Committee may co-opt** members to fill vacancies, or for any other sufficient reason.
 4. **A quorum for the Committee shall be six persons, of which two must be ordinary members**
 5. Any Committee member who has **missed three consecutive meetings without prior apology**
shall be deemed to have resigned & shall be so informed by the Secretary
 6. **Sub-committees may be formed for specific purposes, such as running the Show, but only with the prior approval of either the membership at the Annual General Meeting or the Executive Committee at other times. Such sub-committees shall submit reports as necessary to the Executive Committee, which shall regularly monitor, authorise & minute their proceedings**

- FINANCE:**
1. Ordinary members shall pay an **annual subscription** to be set at the Annual General Meeting.
 2. Funds may be raised for the Club through other activities organized by the Committee.
 3. In the event of the Club ceasing to exist, any balance of funds shall be transferred to
Perennial, the Gardeners' Royal Benevolent Society.

- DUTIES OF TREASURER**
- The Treasurer
1. shall be **responsible for all the Club's financial matters.**
 2. shall **deposit** with a bank prescribed by the Committee **all the Club's negotiable assets.**
 3. may **hold in cash** such amounts of the Club's **funds as may be necessary.**
 4. shall **effect** such **insurances for the Club** as the Committee may direct.
 5. shall **submit the Club accounts** to an **independent examiner** approved by the AGM.
 6. shall **submit a financial statement & balance sheet** at the Annual General Meeting.

- GENERAL MEETINGS**
1. An **Annual General Meeting** shall be held after a period not exceeding fifteen months.
 2. A **Special General Meeting** may be called either by the Committee at any time
or on the written request of any six members.