

## **The Avonwick and North Huish Community Hall Project Constitution**

The name of the committee shall be The Avonwick and North Huish Community Hall Project, hereafter referred to as ANHCH Project.

### **OBJECTIVES**

The objects of the ANHCH Project shall be:

- a) To provide a steering committee to facilitate community engagement regarding the provision of a new Community Hall within the Parish of North Huish.
- b) To carry out initial project research in terms of the project planning and development, funding and grant opportunities and regulations by working in partnership with all relevant interest groups, voluntary organisations, Government Departments, statutory authorities and individuals and to establish the feasibility of the construction and sustainable operation of a new Community Hall.
- c) The Management Committee seeks to provide for improvement in the local environment for an involved and valued community
- d) To improve community facilities and foster community spirit for the residents and visitors to the area

Once the above start-up phase of the project has been completed then the governing status of the committee, its objectives and appropriate documents can be reviewed, updated and adopted.

### **POWERS**

In furtherance of the objects, but not otherwise, the Management Committee may exercise the power to:

- (i) Promote the health and wellbeing of the residents of the area and to work together as residents irrespective of age, sex, ethnicity, ability, religion or political view.
- (ii) Invite and receive contributions and raise funds where appropriate, to finance the work of the ANHCH Project, and to open a bank account to manage such funds.
- (iv) Publicise and promote the work of the ANHCH Project and organise meetings, training courses, workshops, events or seminars etc.
- (v) Work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other voluntary bodies, charities, statutory and non-statutory organisations.
- (vi) Employ staff and volunteers (who shall not be members of the Management Committee) as are necessary to conduct activities to meet the objectives.
- (vii) Take any form of action that is lawful, which is necessary to achieve the objects of the ANHCH Project

### **MANAGEMENT COMMITTEE**

- i. *The Avonwick and North Huish Community Hall Project* shall be administered by a management committee of no less than three (3) people and no more than twelve (12), who must be at least 18 years of age. Members will be known as 'trustees' and will be elected for a period of up to one year, but may be re-elected at the Group's AGM.
- ii. Each trustee of the Project Committee shall upon first appointment to the Committee receive a copy of the constitution. Appointed trustees shall hold office until the conclusion of the next Annual General Meeting and shall be eligible for re-appointment. Alternatively until the time that *The Avonwick and North Huish Community Hall Project* transfers to a Charitable Trust or other form of governance.

## **OFFICERS**

(i)

The ANHCH Project shall have a committee consisting of:

The Chairperson

The Treasurer

The Secretary

and any additional officers ANHCH Project deems necessary at the meeting required to carry out the required activities.

## **MEETINGS**

(i)

The committee shall meet at least three times a year. Meetings shall enable the trustees to discuss actions and monitor progress to date, and to consider future developments.

(ii)

All trustees shall be given at least fourteen (14) days' notice of when a meeting is due to take place, unless it is deemed as an emergency.

(iii)

Two-thirds of the committee trustees must be present in order for a meeting to take place.

(iv)

It shall be the responsibility of the Chairperson to chair all meetings or a designated deputy in his/her absence. All meetings must be minuted and accessible to interested parties.

(v)

The AGM shall take place no later than five months after the end of the financial year. At least fourteen (14) days' notice must be given before the meeting takes place.

(vi)

All trustees are entitled to vote at the AGM. Voting shall be made by a show of hands on a majority basis. In the case of a tied vote, the Chairperson or an appointed deputy shall make the final decision.

## **FINANCE**

(i)

Any money acquired by the committee, including donations, contributions and bequests, shall be paid into an account operated by the Management Committee in the name of Avonwick and North Huish Community Hall Project (ANHCHP). All funds must be applied to the objects of the Group and for no other purpose.

(ii)

Bank accounts shall be opened in the name of Avonwick and North Huish Community Hall Project (shortened version ANHCHP). Any deeds, cheques etc relating to the Committees bank account shall be signed by

- two (2) of the following three trustees: Chairperson, Treasurer and one other named trustee.

(iii)

Any income/expenditure shall be the responsibility of the Treasurer who will be accountable to ensure funds are utilised effectively and that the ANHCH Project stays within budget. Official accounts shall be maintained, and will be examined annually by an independent accountant who is not a member of the Committee. An annual financial report shall be presented at the AGM.

The Committees accounting year shall run from 1st May to 30<sup>th</sup> April

## **ALTERATION OF THE CONSTITUTION**

(i)

Any changes to this constitution must be agreed by a majority vote at a special general meeting.

## DISSOLUTION

The ANHCH Project may be wound up at any time if agreed by two-thirds of those trustees present and voting at any General Meeting. In the event of winding up any assets remaining after all debts have been paid shall be given to another Committee or project with a similar aim.

## ADOPTION OF THE CONSTITUTION

Until the first AGM takes place the persons whose names, addresses and signatures appear at the bottom of this document shall act as the Management Committee referred to in this constitution.

This Constitution was adopted

on 30<sup>th</sup> April 2014 by

Name: Paul Tyler Address:  Signed:	Name: Lisette Granados Address:  Signed:
Name: Elizabeth Rider Address:  Signed:	Name: Cllr. Robert Steer Address:  Signed:
Name: Address:  Signed:	Name: Address:  Signed:
Name: Address:  Signed:	Name: Address:  Signed:

