



## **CONSTITUTION**

### **YORKSHIRE RURAL SUPPORT NETWORK**

is based at the home of The Yorkshire Agricultural Society, Regional Agricultural Centre, Great Yorkshire Showground, Harrogate, HG2 8NZ

#### **Aims of the Network:**

- **Supporting members in the effective delivery of services**
- **Bringing Network members together to exchange resources, share knowledge & contacts**
- **Encouraging a positive attitude in challenging times and reduce the level of rural distress**

#### **Powers**

The Network may:

- Raise money to facilitate events
- Open bank accounts
- Employ staff
- Organise courses and events
- Work with similar Groups and exchange information and advice with them
- Do anything that is lawful which will help it to fulfil its aims.

## **Membership.**

The Network shall be open to any organisation or group in the Yorkshire region within the scope of our farming and rural communities who is:

- interested in helping the Group to achieve its aim
- willing to abide by the rules of the Group

Membership may be terminated for good reason by the Management Committee: Provided that the member concerned shall have the right to be heard by the Management Committee, accompanied by a friend, before a final decision is made.

## **Management.**

- The Network shall be administered by a Management Committee of not less than three and not more than eight individuals elected at the Group's Annual General Meeting (A.G.M.). Each member will hold office for a period of three years from the date of nomination.
- The Chair and Vice-Chair will be appointed at the first meeting of the Management Committee after the A.G.M.
- The Officers of the Management Committee shall be: the Chair, The Vice-Chair and the Co-ordinator.
- The Management Committee may co-opt onto the Committee, up to three individuals, in an advisory and non-voting capacity that it feels will help to fulfil the aim of the Group.
- The Management Committee shall meet at least four times a year.
- At least four Management Committee members must be present for a Management Committee meeting to take place.
- Voting at Management Committee meetings shall be by a show of hands. If there is a tied vote then the Chair shall have a second vote.
- The Management Committee shall have the power to remove any member of the Committee for good and proper reason.
- The Management Committee may appoint any other member of the Group as a Committee member to fill a vacancy, provided that the maximum prescribed number is not exceeded.

## **The Duties of the Officers.**

The duties of the Chair shall be to:

- Chair meetings of the Committee and the Group
- represent the Group at functions/meetings as required
- act as the spokesperson of the Group when necessary.

The duties of the Vice-Chair shall be to:

- to deputise for the Chair as required

The duties of the Co-ordinator shall be to:

- to help deliver the strategy and aims of the Network as agreed by the Management Committee
- keep a membership list
- prepare in consultation with the Chair the agenda for meetings of the Committee and the Group
- take and keep minutes of all meetings
- collect and circulate any relevant information within the Group.
- supervise the financial affairs of the Group
- keep proper accounts that show all monies received and paid out by the Group.

## **Finance.**

- All monies received by or on behalf of the Group shall be applied to further the aim of the Group and for no other purpose. Any bank accounts opened for the Group shall be in the name of the Group. Any cheques issued shall be signed by the authorised signatories.
- The Group shall ensure that its accounts are audited or independently examined every year.

## **Annual General Meeting.**

The Group shall hold an Annual General Meeting in the month of September.

All members shall be given at least fourteen days notice and shall be entitled to attend and vote.

The business of the A.G.M. shall include:

- receiving a report from the Chair on the Group's activities over the year
- receiving a report from the Coordinator on the finances of the Group.
- electing a new Management Committee and
- considering any other matter as may be decided.

At least twenty members must be present for the AGM and ten members at any other General Meeting to take place.

### **Network Meetings.**

There shall be up to four General Meetings (including the A.G.M) each year. All members shall be entitled to attend and vote.

### **Special General Meeting.**

A Special General Meeting may be called by the Management Committee or a group of up to six members to discuss an urgent matter. The Coordinator shall give all members notice of any Special General Meeting together with notice of the business to be discussed.

### **Alterations to the Constitution.**

Any changes to this Constitution must be agreed by at least two-thirds of those members present and voting at any General Meeting.

### **Dissolution.**

The Group may be wound up at any time if agreed by two-thirds of those members 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 Group with a similar aim.