

Weston News

CONSTITUTION

1. NAME

The name of the Group shall be known as Weston News.

2. OBJECT

The objectives of the Group shall be to produce a regular magazine for circulation in the parishes of Weston-under-Penyard and Hope Mansell in order to improve the flow of information within these communities.

3. COMMITTEE

Subject as hereinafter mentioned the policy and general management of the affairs of the Group shall be directed by the Committee which shall meet not less than twice a year.

The Committee shall consist of

- (a) The Honorary Officers elected under clause 7 hereof, Chairman, Editor, Secretary, Treasurer.
- (b) Co-opted members as the Committee sees fit.
- (c) If casual vacancies occur among the Honorary Officers of the Committee, the Committee shall have full power to fill these by majority vote. Any person appointed to fill a casual vacancy shall hold office until the next Annual General Meeting of the Committee and shall be eligible for election at that meeting.
- (d) The proceedings of the Committee shall not be invalidated by any failure to elect or any defect in the election, appointment, nomination, co-option or qualification of any member.
- (e) The Committee may appoint such special or standing committees as it deems necessary and shall determine their terms of reference, powers, duration and composition. All acts and proceedings of such special or standing committees shall be reported back to the Committee as soon as possible.

4. POWERS

In furtherance of the said objectives but not otherwise the Committee may do all such lawful things as are necessary for the attainment of the said objectives.

5. MEMBERSHIP

Membership shall be open to all residents of the parishes of Weston-under-Penyard and Hope Mansell irrespective of nationality, religious opinion, race or colour.

6. TERMINATION OF MEMBERSHIP

The Committee hereinafter mentioned shall have the right for good and sufficient reason to suspend or to terminate the membership of any member provided that the member should have the right to be heard by the full Committee before the final decision is made.

7. HONORARY OFFICERS

- (a) Only members of the Committee whether individual or representative shall be eligible to serve as Honorary Officers.
- (b) At the Annual General Meeting hereinafter mentioned the members should elect a Chairman, Editor, Secretary and Treasurer and such other Honorary Officers as the Committee shall from time to time decide.
- (c) The Chair and the Honorary Officers shall be ex-officio members of the Committee and of any other committee.
- (d) If casual vacancies occur among the Honorary Officers the Committee shall have the power to fill these from amongst its members any person appointed to fill such a casual vacancy shall hold office until the conclusion of the next Annual General Meeting of the Committee.

8. MEETINGS

- (a) The first General Meeting shall be held not later than the first anniversary and once in each year thereafter if necessary an Annual General Meeting of the Committee shall be held at such a time (not being later than the 31 December in each year) and place as the Committee shall determine at least 21 clear days notice shall be given by advertisement in the Weston News by the Secretary. The business shall include:
- (i) Consideration of the Annual Report of work done by or under the auspices of the Committee.
 - (ii) The submission and adoption of an audited income and expenditure account and balance sheet for the previous financial year.
 - (iii) Election of the Honorary Officers in accordance with Clause 7 hereof.
 - (iv) Election of the Committee.
 - (v) Consideration of any other business of which due notice has been given.
- (b) The Chair of the Committee may at any time at his/her discretion and the Secretary shall within 21 days of receiving a written request so to do signed by not less than 3 members of the Committee whether individual or representative and giving reasons for the request call a Special General Meeting of the Committee by giving notification in writing to each member of the Committee.

9. RULES OF PROCEDURE AT ALL MEETINGS

(a) Voting

Subject to the provisions of Clause 11 all questions arising at any meetings shall be decided by a simple majority of those present and entitled to vote thereat. No member shall exercise more than one vote. In the case of an equality of votes the Chair shall have a second or casting vote.

(b) Quorum

One third of the members shall form a quorum at meetings of the Committee and all other committees. One third of the members of the Committee shall form a quorum at General meetings.

(c) Minutes

The Chair of the Committee shall keep minutes of all meetings of committees and the Secretary shall make a written record of all proceedings and resolutions.

10. FINANCE

- (a) All money raised by or on behalf of the magazine shall be applied to further the objectives of the group and for no other purpose provided that nothing herein contained shall prevent the payment in good faith of reasonable and proper payment of services contracted or the reasonable out of pocket expenses.
- (b) The Honorary Treasurer shall keep proper accounts of the income and expenditure together with a balance sheet.
- (c) Audited income and expenditure accounts for the last financial year together with a balance sheet as at the end of the year shall be submitted by the Committee to the Annual General Meeting as aforesaid.

- (d) A Bank Account shall be opened in the name of Weston News. The Committee shall authorise in writing the Treasurer, and two other members of the Committee to sign cheques on behalf of the Committee. All cheques must be signed by not less than two the total authorised signatories, one of whom must be the Treasurer.

11. DISSOLUTION

If the Committee by a simple majority decides at any time that on the grounds of expense or otherwise it is necessary or advisable to dissolve the Committee it shall call a meeting of all members of the Committee who have the power to vote of which meeting not less than 21 days notice (stating the terms of the resolution to be proposed thereat) shall be given in writing to each member. A simple majority shall confirm such decision of those present and voting at such a meeting the Committee shall have power to satisfy any proper debts and liabilities and following the satisfaction of such debts and liabilities, any assets held in the name of Weston News shall be applied towards the improvement of communication within the Parishes of Weston-under-Penyard and Hope Mansell.

12. ALTERATION TO THE CONSTITUTION

Any proposal to alter this constitution must be delivered in writing to the Secretary of the Committee not less than 28 days before the date of the meeting at which it is first to be considered. Any alteration shall require the approval of both

- (a) A simple majority of members of the Committee present and voting at a Committee meeting.
- (b) A two-thirds majority of individual members present and voting at a General Meeting. Notice of each such meeting must have been given in accordance with normal procedure but not less than 14 clear days prior to the meeting in question and giving the wording of the proposed alteration provided that no alteration to Clauses 2 (Objects), 11 (Dissolution), or to this Clause shall be made and no alteration shall be made which will prejudice the right of this constitution which was adopted as The Constitution of the Weston News Magazine.

At a meeting duly convened at Weston School

Signed



8/5/14.

Chair

Signed



Secretary to the Committee

8 May 2014