

High Peak Woodturners

Rules and Constitution

1 Name

This Organisation shall be called High Peak Woodturners, hereinafter referred to as 'the Organisation'. Its principal catchment area shall be the SK postcode area.

2 Relationships with other Bodies

- (a) The Organisation shall be an independent body, but may be affiliated to or associated with any other organisation with similar aims. Such affiliation or association shall be undertaken only with the approval of a majority of the members.

3 Purpose of the Organisation

- (a) To foster a greater awareness of the woodturner's art and craft.
- (b) To provide a forum to encourage communication and an exchange of views between woodturners.
- (c) To promote the art of woodturning amongst woodturners and the general public.
- (d) To promote individual membership of the Association of Woodturners of Great Britain.
- (e) To arrange meetings, lectures, demonstrations and exhibitions that encourage all the members of the Organisation to appreciate, aim for and produce high quality turnery.

4 Membership

- (a) Membership shall be open to all on payment of an annual subscription. Non-members may attend not more than two Ordinary Meetings of the Organisation without becoming a paid-up member. A small fee may be charged for such preliminary attendances.
- (b) The annual subscription for a person under the age of 21 on 1 January each year shall be half of the normal annual subscription.
A person who has an immediate family relationship to a paid-up member shall be entitled to pay an annual subscription of half the normal annual subscription.
- (c) Members shall not be entitled to use the name or logo of the Organisation for trade promotion except at the discretion of the Committee.

5 Constitution

- (a) All paid-up members in good standing shall have the opportunity of taking part in the activities of the Organisation, of attending general meetings, of voting on constitutional matters and of serving on the Committee of the Organisation.
- (b) The affairs of the Organisation shall be managed by a Committee consisting of Officers and Ordinary Committee Members elected at the Annual General Meeting.
- (c) The Officers shall consist of a Chairman, a Deputy Chairman, an Honorary Secretary and an Honorary Treasurer.
- (d) The Ordinary Committee Members shall consist of not more than six members of the Organisation.
- (e) The Chairman shall be elected by the members of the Organisation at the Annual General Meeting for a one-year term of office, and shall be eligible for re-election at subsequent Annual General Meetings, but may not serve for more than three consecutive years.
- (f) The Deputy Chairman shall be elected under the same rules as the Chairman.

- (g) The Honorary Secretary shall be elected by the members of the Organisation at the Annual General Meeting for a one-year term of office and shall be eligible for re-election at subsequent Annual General Meetings.
- (h) The Honorary Treasurer shall be elected under the same terms as the Honorary Secretary.
- (i) The Ordinary Members of the Committee shall be elected by the members of the Organisation at the Annual General Meeting for a period not exceeding three years. One-third of the Ordinary Committee Members shall retire in rotation each year. Should a vacancy occur, the newly-elected replacement shall serve for the unexpired period of the term of office.

The Committee shall have powers to co-opt other Members to fill vacancies which may arise in their number or for other purposes. Any such co-opted Member shall serve until the AGM next following their being co-opted.

- (j) The Committee shall meet at intervals determined by the business of the Organisation. Meetings shall be convened by the Honorary Secretary acting in consultation with the Chairman, although a Committee Meeting shall be convened at any time on the demand of three or more Committee Members.
- (k) If the Chairman or Deputy Chairman of the Organisation be not present at a Committee Meeting, then the Committee shall elect their own Chairman for that specific meeting from among their number.
- (l) The Chairman of a Committee Meeting shall exercise a second casting vote if any voting at that meeting shall otherwise be equally divided.
- (m) A quorum of the Committee shall be three members. Such number must include at least two Officers.
- (n) Committee Members who do not attend Committee Meetings on three consecutive occasions shall, at the discretion of the Committee, be deemed to have retired from the Committee.
- (o) The Committee shall be empowered to appoint Sub-Committees to act on their behalf. The Chairman of each Sub-Committee shall be an Officer or a co-opted Ordinary Committee Member.
- (p) The Honorary Secretary shall keep Minutes of the discussions at each Committee Meeting.
- (q) The Honorary Treasurer shall maintain a set of accounts which shall be audited by the Honorary Auditor(s) at the end of each financial year.
- (r) Cheques of the Organisation's bank account shall be drawn only on the signatures of the Honorary Treasurer and any one of the Chairman, the Vice- Chairman or the Honorary Secretary.

6 Meetings of the Organisation

- (a) Ordinary Meetings of the Organisation shall take place on a regular basis. It shall be the responsibility of the Committee to arrange a date, time, a venue and a programme for each meeting. Each paid-up member shall receive a syllabus of the forthcoming year's activities.
- (b) An Annual General Meeting shall be called as soon as possible after the close of the Organisation's financial year on the last day of December.
- (c) The ordinary business to be transacted at the Annual General Meeting shall be:
 - (i) To receive, and adopt if considered appropriate, the Chairman's report on the previous year's activities.
 - (ii) To receive, and adopt if considered appropriate, the Honorary Treasurer's report and audited statement of accounts for the previous year.
 - (iii) To elect the Officers and Ordinary Committee Members for the following year.
 - (iv) To elect the Honorary Auditor(s).
 - (v) To fix the annual subscription for the following year.
 - (vi) Any other business which the Committee may see fit to include.

- (d) Notice of place, date and time of the Annual General Meeting shall be circulated in writing to all paid-up members of the Organisation not less than thirty days before the date of the meeting.
- (e) Motions for debate at the Annual General Meeting, including amendments to these Rules and this Constitution, must be submitted in writing to the Honorary Secretary no later than the Ordinary Meeting preceding the Annual General Meeting.
- (f) Nominations for Officers and Ordinary Members of the Committee must be submitted in writing to the Honorary Secretary.
- (g) Each nomination, proposal or motion for the Annual General Meeting must be signed by a proposer and a seconder, both of whom must be paid-up members of the Organisation. Additionally, each nomination shall have the written consent of the nominee.
- (h) An Extraordinary General Meeting may be called by a resolution of the Committee or on the receipt of a written request of at least five paid-up members of the Organisation.

7 Dissolution

An Ordinary Meeting of the Committee may resolve that the Organization be wound up and any such resolution shall require to be confirmed at a subsequent Extraordinary General Meeting convened by the Committee. If so confirmed the Organization shall be deemed to have been dissolved as from the conclusion of the Extraordinary General Meeting. The Committee shall remain in office for the purpose of liquidating the affairs of the Organization and shall after discharging all liabilities of the Organization pay any surplus funds to a local charity or charities to be selected in its absolute discretion by the Committee.

In order to give effect to this clause and for all other purposes that may be necessary for the proper liquidation of the Organization the Committee shall be deemed to retain as long as may be necessary all powers vested in them.

Amended at the AGM 3 February 2012