

Frieze Hill Community Orchard

Constitution

1 NAME

- 1.1 The Name of the Group is The Frieze Hill Community Orchard.

2 AIMS

The aims of the Frieze Hill Community Orchard are:

1. To create and sustain a community orchard at Frieze Hill on the site adjacent to Turner's Allotments;
2. To increase, improve and develop the community orchard for the benefit of local residents and the wider Taunton community;
3. To respect and respond to local environmental issues in the development and management of the community orchard;
4. To enable the local community to participate in the development and management of the community orchard;
5. To consult with the local community over the development and future of the community orchard, ensuring that all sections of the community have opportunity to have a say in determining its future development;
6. To use, develop and increase the skills of local people in the development and management of the community orchard;
7. To raise public awareness of the activities of the Frieze Hill Community Orchard;
8. To encourage other local organisations and businesses to support the aims and activities of the Frieze Hill Community Orchard.

3 POWERS

- 3.1 The Frieze Hill Community Orchard undertakes whatever lawful activities are required to achieve its aims, including holding meetings, fundraising, opening and managing bank accounts, purchasing insurance, producing promotional information, holding events, consulting and raising membership subscriptions.
- 3.2 The Management Committee decides further powers as necessary.

4 MEMBERSHIP

- 4.1 Membership of the Group is open to anyone who supports the aims of the Group and is willing to pay any required subscription.
- 4.2 Frieze Hill Community Orchard believes in equal opportunity of membership and involvement in the Group and will not discriminate between members and applicants for membership because of their gender, age, ethnic origin, colour, sexual orientation, nationality, religion, political affiliation, disability or mental health.
- 4.3 An annual membership subscription is agreed at the Annual General Meeting and payable by all members. Any member who has not paid their membership subscription for one year may be deemed, by the Management Committee, to have resigned their membership.
- 4.4 Every individual member has one vote at general meetings.

5 MANAGEMENT COMMITTEE

- 5.1 The business of the Community Orchard is carried out by a Management Committee consisting of:
- Three officers -a Chairperson, a Secretary and a Treasurer; and
Up to 6 other members of the Frieze Hill Community Orchard.
- 5.2 ~~5~~ 3 members of the Management Committee must be present at any meeting for it to be quorate.
- 5.3 The Management Committee has the power to co-opt additional members as required provided the maximum number of 9 members is not exceeded.
- 5.4 The Management Committee is elected at the Annual General Meeting.
- 5.5 Members are invited, in the Annual General Meeting notice, to stand for election to the Management Committee
- 5.6 The officers of the Management Committee are elected by the Management Committee at their first meeting following each Annual General Meeting.
- 5.7 Voting is by a show of hands with a simple majority to decide. In the event of a tied vote that cannot be changed through discussion, the Chairperson has a second and casting vote.
- 5.8 The secretary keeps a record of all meetings to be written up and circulated as required.
- 5.9 The Management Committee meets at least four times per year with additional meetings as and when required.
- 5.10 The Secretary notifies all Management Committee members of forthcoming meetings, giving adequate notice to minimise non-attendance.
- 5.11 The Management Committee may, by a two-thirds majority, vote, and for a good and proper reason, remove any Committee member, provided that person has the right to be heard before a final decision is made.

6 DUTIES OF OFFICERS

- 6.1 The duties of the Chairperson are to:
1. Chair Management Committee and General Meetings;
 2. Act as a spokesperson for the Community Orchard as necessary.
- 6.2 The duties of the Secretary are to:
1. Take and keep minutes of meetings
 2. Prepare the agenda for meetings of the Committee and the Group in consultation with
 3. the Chairperson; and
 4. Maintain the membership list.
- 6.3 The duties of the Treasurer are to:
1. Supervise the financial affairs of the Community Orchard;
 2. Keep proper accounts that show all monies collected and paid out by the Community Orchard;
 3. Report on financial matters to the Management Committee and General Meetings.

7 ANNUAL GENERAL MEETING

- 7.1 An Annual General Meeting is held every year. 21 days' notice is given of the intention to hold an Annual General Meeting. No more than 15 months elapses between Annual General Meetings.
- 7.2 At the AGM, the following business is conducted:
1. Report from the Management Committee on the work and achievements of the Group;
 2. Election of the Management Committee;
 3. Appointment of auditors;
 4. Report from the Treasurer on the financial affairs of the group; and
 5. Receipt and approval of audited accounts for the financial year.
- 7.3 The Management Committee may call other general meetings as required.
- 7.4 A Special General Meeting may be called by the Management Committee or by any 10 members to discuss an urgent matter. The Secretary shall give all members fourteen days' notice of any Special General Meeting together with notice of the business to be discussed. All members shall be entitled to attend and vote.
- 7.5 The quorum for any general meeting is 10% of members or 10 members whichever is the greater number.

8 FINANCE

- 8.1 All bank accounts opened in the name of the Group have three signatories who are members of the Management Committee including the Chairperson and Secretary. Any payments from accounts require two of three signatories.
- 8.2 Once a year, the external auditors submits an audited statement of accounts for the last financial year. The financial year runs from 1 January to 31 December.
- 8.3 All monies received by or on behalf of the Group are applied to further the aims of the Group and for no other purpose.

9 ALTERATIONS TO THIS CONSTITUTION

- 9.1 This Constitution may be rescinded or amended at any general meeting by a simple majority provided such an amendment has been circulated to all members at least 21 days beforehand.

10 DISSOLUTION

- 10.1 The Group may at any time be dissolved by a resolution passed by a two thirds majority at any general meeting provided that at least 21 days' notice stating this intention has been sent to all members. All monies remaining shall be given or transferred to a group with similar aims and objectives, to be agreed at the meeting where a resolution for dissolution of the Group is approved.