

CONSTITUTION OF THE HARDY PLANT SOCIETY SUSSEX GROUP

1. STATUS and RELATIONSHIP: A group of members of The Hardy Plant Society (registered Charity No 208080, hereinafter the HPS) and registered with the HPS. The Group is a body independent of the HPS, save for affiliation through registration with the Society. As such, it has no power or authority to bind the HPS or to enter into any contract on behalf of the Society except as may be expressly authorised by the **HPS Trustees** from time to time. For the avoidance of doubt, it should be noted that the Group is not a registered charity.

2. NAME: The name shall be The Hardy Plant Society Sussex Group (the Group) and this title shall be dependent upon continuing registration with the HPS. In the event that registration is withdrawn at any time, the Group will forthwith delete the name The Hardy Plant Society from its title.

3. REGISTRATION to THE HARDY PLANT SOCIETY: The Group shall at all times comply with the registration requirements as notified from time to time by the HPS.

4. OBJECTS: To further the objects of the HPS on a local basis.

5. MEMBERS: Only paid up members of the HPS may become members of the Group. Each member shall be entitled to one vote at any general meeting. Each member shall receive a copy of the Group Constitution.

6. SUBSCRIPTIONS: All members shall pay an annual membership subscription to be set by the committee for the following year and notified to the membership at least two months before renewals fall due. **Annual subscriptions shall become due on 1st January.**

7. FINANCE: All funds belonging to the Group shall be deposited in a banking account held in the name of the Group. Cheques drawn on the account shall be signed by two officers of the Group nominated either by the members in general meeting or by the fully elected committee.

The financial year of the group shall end on 31st December.

Annual accounts shall be prepared and examined by an independent person and submitted for the approval of members at the Annual General Meeting.

8. OFFICERS AND COMMITTEE:

a) The following officers of the Group shall be elected at the Annual General Meeting – Chairman, Secretary and Treasurer, and not more than 12 general members. The persons so elected shall form the Management Committee of the Group and shall be responsible for the activities, programme and all day to day administration of the Group. The Committee shall have the right to co-opt additional members to serve until the following Annual General Meeting.

8. OFFICERS AND COMMITTEE (continued)

- 8b) The Chairman and the general members of the Committee shall be eligible for re-election in that capacity for not more than 3 years continuous service.
- c) No individual member may hold, at the same time, more than one of the posts of Chairman, Secretary or Treasurer.
- d) Nominations for Officers and members of the Committee must be received by the Secretary in writing together with confirmation of the nominee's consent not less than **21 days** before the date appointed for the Annual General Meeting.
- e) A quorum for the Committee shall be 3 elected members of whom one must be an elected Officer.
- f) The Committee shall appoint the Secretary or other representative to attend meetings of the Regional Group secretaries of the HPS.
- g) While the Group is registered as an affiliated body of the HPS, the Committee may nominate a member as an observer at meetings of the **HPS trustees** except that, if any member of the Group is an elected member of the **HPS trustees**, that member shall also act as the Group's representative.

9. GENERAL MEETINGS: An Annual General Meeting shall be held once in each calendar year within three months of the end of the financial year to transact the following business:

- (i) To receive and adopt the Minutes of the last AGM, annual reports of the officers and the Annual Accounts of the preceding financial year.
- (ii) To elect officers and other members of the committee,
- (iii) To elect an examiner.
- (iv) To deal with any special matter which the committee desires to bring before the members and to receive and consider suggestions from the members
- (v) To transact any other business of which at least 21 days notice has been given to the Secretary.

An Extraordinary General Meeting of the Group may be called at any time by the committee and shall be called within 40 days of receipt by the Secretary of a requisition in writing signed by not less than 15 members stating the purpose for which the meeting is requested and setting out any resolutions which are to be proposed thereat. No other business shall be transacted at the meeting.

At least 21 days notice of any General Meeting shall be given to all members specifying the business of the meeting. A quorum at General Meetings shall be 10 members.

At General Meetings decisions shall be by simple majority of those present with the Chairman having casting vote. Any motion to amend the Group Constitution or to dissolve the Group shall require majorities as specified in the relevant sections of the Group Constitution.

10. ALTERATIONS TO GROUP CONSTITUTION: The Group Constitution may be altered only at a General Meeting of the Group of which due notice has been given and which specifies the proposed alterations, **and of which a copy has been supplied to the HPS Group Co-ordinator.**

A motion to amend the Group Constitution shall require a majority of two-thirds of votes cast by those members present at the meeting.

11. DISSOLUTION: A motion to dissolve the Group shall require an Extraordinary General Meeting of which not less than 21 days notice shall have been given to all members. Such motion shall incorporate specific proposals for the distribution of the surplus assets of the Group after the settlement of all liabilities. **Such distribution shall be to the HPS or such other horticultural registered charity as approved by group members.**

A motion to dissolve the Group shall require a majority of two-thirds of votes cast by those members present at the meeting.

Revised 7th February 2015. (**Revisions in bold type**)