

CONSTITUTION

1. The name of the Society shall be Swalcliffe and Tadmarton Horticultural Society.
2. The object of the Society shall be to promote the good cultivation of gardens, allotments and plants in the greenhouse, conservatory or home by:
 - (a) holding meetings for lectures, discussions and demonstrations.
 - (b) holding horticultural shows, competitions and outings.
 - (c) holding regular plant sales.
 - (d) providing seeds and composts at wholesale prices.
3. The Society shall consist of Members upon payment of an annual subscription. Any prospective member or visitor will be permitted to attend any single meeting free of charge within a twelve month period. A charge will be made for any subsequent visit.
4. The Officers of the Society shall be a Chairman, Treasurer and Secretary. No person may hold more than one office at a time.
5. The Officers and Committee shall be elected at a General Meeting of the Society and shall hold office until the next Annual General Meeting when they shall retire but be eligible for re-election.
6. The affairs of the Society shall be conducted by a Committee consisting of the Chairman, Vice-Chairman, Treasurer, Secretary and 2 or more other members.
7. If at any Committee Meeting neither the Chairman nor the Vice-Chairman is present the Committee shall elect a Chairman to preside at that meeting.
8. The Ordinary Meetings of the Society shall be held in accordance with a programme which shall be formulated by the Committee and issued to all Members of the Society by January in every year.
9. An Annual General Meeting of the Society shall be held on the second Thursday in October in every year for the purpose of:
 - (a) receiving the Committee's Report on the work of the Society during the preceding year and a Financial Statement and Balance Sheet signed by the Auditor.
 - (b) the election of Officers and Members of the Committee, and
 - (c) any other business of which notice has been given to Members or which the Chairman shall rule is in order.
10. The Committee may convene an Extraordinary General Meeting of the Society at any time and shall do so within four weeks upon the receipt of a written request signed by ten Members of the Society. A written notice must be sent to all Members not less than seven days before such meeting, setting forth the date, time, place and purpose of the meeting and no business other than that mentioned in the notice shall be transacted. The Chairman, or in his/her absence, the Vice-Chairman of Committee shall preside at any General Meeting of the Society.

11. The quorum of a General Meeting shall consist of one third of the total membership and the quorum of a Committee Meeting shall consist of four members. In the event of an equality of votes the Chairman of any meeting shall have a second or casting vote but not to make up a quorum.
12. Voting shall be by show of hands unless the Chairman of the meeting shall direct that a ballot be taken.
13. The annual subscription shall be £5.00 (to be reviewed annually). Subscriptions shall become due on the first day of October in every year.
14. Members shall be entitled to such privileges as the Committee shall from time to time determine and shall be published and amended annually.
15. No person shall be entitled to vote at any meeting of the Society or to any other privilege of membership until his/her subscription for the current year has been paid. Any Member whose subscription for the current year is unpaid on the last day of July shall cease to be a Member after that day. Should any person who has ceased to be a Member through non-payment of his/her subscription wish to re-join the Society the Committee may, if it thinks fit, require the past year's subscription to be paid as a condition of re-admission.
16. All subscriptions and other moneys shall be passed to the Treasurer who shall be responsible for all the Society's funds and for keeping accounts thereof. All sums received by him/her on the Society's behalf shall be paid into the Society's banking account and all cheques drawn on that account shall be signed by him/her and one other designated person. Three signatories available at any one time.
17. An Auditor for the ensuing year shall be elected at every Annual General Meeting and shall be eligible for re-election. No Officer or Member of the Committee shall be eligible to be Auditor.
18. If the Chairman, Treasurer, Secretary or any Member of the Committee die or resign before the expiration of his/her term of office, the Committee may fill the vacancy but the person so appointed shall retire at the time when his predecessor would have retired but shall be eligible for re-election.
19. Should the society need to be wound up a formal resolution will need to be tabled at the next AGM. If the resolution to close the Society is passed subscriptions will cease and all committee will stay in office until all activities are completed. All assets of the society are to be disposed, all debts settled with all remaining monies distributed to all who were members at the date of the AGM vote. Monies to be distributed in the form of shares whereby each year of membership equals one share with any year served on the committee counting as double.
20. These rules may be amended by the committee but must be passed by majority vote at the next AGM. Any change not agreed at AGM will be deleted with the Constitution returning to the previous version.