

# WHATLINGTON COMMUNITY CONNECTORS CONSTITUTION

[www.whatlington.com](http://www.whatlington.com)

---

## **Name**

The organisation is named the “Whatlington Community Connectors” (WCC)

## **Aims**

Whatlington Community Connectors (WCC) was founded to create and support events designed to bring villagers together, in small or large groups.

Events might include clubs, regular craft or similar groups and themed activities to mark calendar dates such as Christmas and Easter.

The aim is to utilise existing Village facilities including The Royal Oak Public House, St Mary Magdalene Church and Village Hall in order to help support their future.

## **Membership**

Whatlington Community Connectors (WCC) does not have members, although some of its activities may result in independent membership groups.

## **Powers**

Whatlington Community Connectors (WCC) is not primarily a fund raising organisation but does require a level of funding to stage and support events and other community initiatives.

Whatlington Community Connectors (WCC) aims to work with and support other village groups for the benefit of the community as a whole.

Whatlington Community Connectors (WCC) will do only that which is lawful and necessary to achieve its aims.

## **Management**

Management of Whatlington Community Connectors (WCC) is by a committee of volunteers.

Meetings will be held on an ad hoc basis to discuss current projects. Minutes will be taken and distributed among committee members.

The transaction of the business of the organisation shall be vested in the Management (*general*) Committee elected at the Annual General Meeting which in addition to the powers of authority of this Constitution may exercise all powers and authority and undertake all acts in the furtherness of aims for which the organisation is established and are not hereby expressly directed.

## **General Meetings**

The Annual General Meeting (AGM) of the organisation shall be held within six weeks of the financial year end of 31st March.

At least 21 days notice shall be given of the AGM in writing to all organisation members accompanied by the Agenda and Papers signifying the business to be transacted.

Confirmation of the minutes of the previous AGM and any business arising there from:

Annual Report (Chairman)

Balance Sheet (Statement of Accounts) and Treasurer's Report

Election of, Chairman, Vice Chairman, Secretary, Treasurer, Committee members (*together with such other posts as may have been agreed by the Management Committee*)

Notified Amendments to Constitution

Other business duly notified to the Secretary

## **Special (Extraordinary) General Meeting**

By simple majority of the Management Committee a Special (or Extraordinary) General Meeting (S/EGM) shall be convened by the Secretary giving at least fourteen days' notice in writing to all organisation personnel specifying the business to be transacted.

## **Committees**

Such other committees or sub committees shall be established as deemed appropriate by the Management Committee or by vote at the Annual General Meeting (Special General Meeting). The terms of reference of such committees shall be determined by the Management Committee.

## **Co-Option**

Power to co-opt as deemed appropriate shall be vested in all committees of the organisation but such-co-opted committee members shall not be entitled to vote. Co-opted members may be non organisation Members invited to advise on specialist subjects.

## **Voting**

At all meetings of the organisation including Annual and Special General Meetings each person shall be entitled to one vote. In the event of an equal vote the Chairman of the meeting shall have a second or casting vote. Voting at all meetings shall be by a show of hands except where the Management Committee or meeting Chairman decides voting shall be by ballot. At all meetings decisions shall be made by a simple majority.

### **Quorum**

The quorum at Annual/ Special General Meeting shall be 51% of members of the Committee. The quorum at Management and other Committees shall be not less than 51% of that Committee.

### **Secretary**

The Secretary shall be responsible for all correspondence, the Notice, Agenda and Minutes of Annual, Special and Management Committee meetings. Minutes of the aforementioned meetings shall be presented for confirmation at the following meeting. (Minutes should also be taken of Sub Committees).

### **Treasurer**

The Treasurer shall be responsible for all financial matters including receipt of monies, payments, banking, and the production of an Annual Balance Sheet/ Statement of Accounts and Annual Report. The Treasurer shall also be responsible for producing an up-date of the financial position as required by the Management Committee.

### **Financial Year**

The organisations financial year shall be from 1<sup>st</sup> April to 31<sup>st</sup> March.

### **Monies**

Money will be raised through events or funding from external sources, including grants and advertising revenue from the WCC website. The Management Committee will keep accounts. No Management or sub- committee member may receive any money or property, except to refund reasonable out of pocket expenses. Monies will be held in a WCC Bank Account, all cheques must be signed by two signatures from the Management Committee.

Any person authorised to collect monies for or on behalf of the organisation shall pay such monies directly into the organisations Bank Account and advise the Treasurer of such receipts within a reasonable period following a specific event.

### **Amendment to Constitution**

Amendment(s) to this Constitution shall only be made at an Annual or Special General Meeting with the specified notice in writing of the meeting together with the proposed amendment(s).

**Dissolution**

All assets shall be disposed of by the Management Committee in any manner which they deem appropriate.

**Jurisdiction**

This constitution shall be governed by and construed in accordance with the law of England and Wales.

**Adoption**

This constitution was adopted by the elected committee members whose signatures appear below.

Chairman: Stephen Turner

Secretary: Pauline Lyon

Treasurer: Michael Tapsfield

Dated: 21<sup>st</sup> February 2024

